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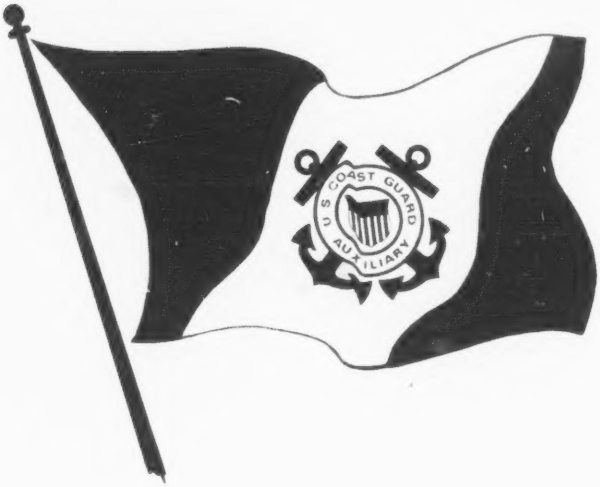
**United States
Coast Guard**

U.S. COAST GUARD AUXILIARY OPERATIONS POLICY MANUAL


U S COAST GUARD
AUXILIARY

COMDTINST M16798.3A

TD 5.8:

9/14/ch.3

U.S. Department
of Transportation
**United States
Coast Guard**

MAILING ADDRESS:
COMMANDANT (G-BAU-2)
U.S. Coast Guard
Washington, DC 20593
Phone: (202) 426-1077

COMDTNOTE 16798
- 8 AUG 1984

COMMANDANT NOTICE 16798

CANCELLED: 17 FEB 1985

Subj: CH-3 to COMDTINST M16798.3A

1. PURPOSE. This notice transmits corrections to be made to Commandant Instruction M16798.3A, U. S. Coast Guard Auxiliary Operations Policy Manual.

2. DISCUSSION. The changes herein reflect editorial changes or revisions in policy since publication of the manual. Major changes being promulgated in this notice include: Implementation of the new Auxiliary patrol signboards.

3. ACTION.

   a. Make the following page changes to Commandant Instruction M16798.3A, U. S. Coast Guard Auxiliary Operations Policy Manual.

      (1) Remove pages 2-7 through 2-9 and insert revised pages 2-7 through 2-9.

      (2) Remove pages 7-5 and 7-6, and insert revised pages 7-5 and 7-6.

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NON-STANDARD DISTRIBUTION: Auxiliary Facility Owners/See page 2

5.8:

3 b. Make the following pen and ink corrections to COMDTINST 16798.3A Coast Guard Auxiliary Operations Policy Manual.

(1) Page 5-12, para. "4.", change to "3."

A. D. Breed

A. D. BREED
Chief, Office of Boating, Public, and Consumer Affairs

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UNITED STATES COAST GUARD

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COMDTINST 16798.3A

COMDTINST M16798.3A

Subj: U.S. Coast Guard Auxiliary Operations Policy Manual

1. PURPOSE. A recently completed study said, "... fully half of the (Coast Guard) districts indicate 50% or greater (of the safety and SAR patrols within 10 miles of the coast) is borne by the Auxiliary." The study noted that "... (the Auxiliary has) assisted over 50,000 members of the general public in each of the last six years (and) saved over 1000 lives in each of the last four years ..." It is with this level of activity in mind that the U. S. Coast Guard Auxiliary Operations Policy Manual has been revised. The manual provides up-to-date guidance for the conduct of the Coast Guard Auxiliary operations cornerstone program and policy direction for district commanders to consider when developing and implementing programs within their districts.

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* NON-STANDARD DISTRIBUTION: Auxiliary Facility Owners

READEX FICHE

2. DIRECTIVES AFFECTED. The Coast Guard Auxiliary Operations Policy Manual (COMDTINST M16798.3A) is effective upon receipt and supersedes the U. S. Coast Guard Auxiliary Operations Manual (COMDTINST M16798.3).

3. NEW INFORMATION.

   a. While much of this manual appears to be unchanged from the previous edition, close study will reveal many subtle but significant changes in wording. For example, this edition makes an attempt to explain in real world terms the current policy on Auxiliary involvement in law enforcement, as well as defining to a greater extent the terminology used in operational programs.

   b. Portions of chapter five and chapter six of the Elected Officers Manual (COMDTINST M16791.1A) discuss Auxiliary operations and Auxiliary facilities. Where conflict between the two manuals exists, this manual takes precedence.

   c. Where portions of this manual conflict with the U. S. Coast Guard Air Operations Manual (COMDTINST M16798.5), this manual takes precedence.

3. d. Where portions of this manual conflict with the Coast Guard Claims Manual (COMDTINST M5890.7), the Claims Manual takes precedence.

   e. Other changes, other than minor corrections to wording, are identified by a vertical line in the margins.

4. ACTION.

   a. District commanders shall encourage participation in this Coast Guard Auxiliary program and shall ensure that the provisions of this instruction are adhered to in the adminstration of this program.

   b. Group commanders and station officers in charge shall use this manual as guidance in the day-to-day administration of local Auxiliary support to the Coast Guard.

   c. Members of the Coast Guard Auxiliary who participate in the operations cornerstone shall familiarize themselves with the contents of this instruction and conform with the provisions therein.

5. FORMS AVAILABILITY. All forms required by this manual, with the exception of CG-4424 (Permit for a Marine Event), are available from the Auxiliary National Supply Center. Form CG-4424 is available from the Coast Guard Supply Center, Brooklyn,NY.

H. W. PARKER
Chief, Office of Boating
Public and Consumer Affairs

RECORD OF CHANGES

CHANGE NUMBER	DATE OF CHANGE	DATE ENTERED	BY WHOM ENTERED

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CHAPTER 1 INTRODUCTION

A. AUXILIARY UTILIZATION

1. General

The use of suitably trained Auxiliarists and Auxiliary facilities to assist in the performance of certain Coast Guard missions is authorized by Title 14 U.S.C., section 822. Auxiliarists and Auxiliary facilities are expected to be maintained in a state of readiness such as to warrant their use.

2. Specific

a. The use of trained Auxiliarists and their facilities, while encouraged, is subject to many broad guidelines and restrictions. The paragraphs which follow are of interest to both the Auxiliary and to Coast Guard commands requesting their use.

b. The Coast Guard Auxiliary is known as a volunteer organization and its members function and perform as volunteers. Auxiliarists shall not solicit any form of payment for their services or for the use of their facilities.

c. Auxiliarists are normally utilized to supplement Coast Guard personnel and facilities or to provide services to the boating public in areas where Coast Guard services require Auxiliary assistance. The program managers and officers in charge of Coast Guard operational units are becoming increasingly aware of the financial advantages which result from the use

1-A-2-c (cont'd) of Auxiliary personnel and their operational facilities. Accordingly, they are ever more willing to call on a variety of Auxiliary resources when personnel or financial considerations warrant.

d. If Auxiliarists and/or their facilities are especially suited for a specific mission by virtue of local knowledge, shallow draft, or special communications capabilities, then Auxiliarists with the capability to assist Coast Guard personnel should be utilized to fill such emergency or temporary needs.

e. If deployment of Auxiliary facilities to the area of a distress case could possibly prevent loss of life or property damage prior to the arrival of a Coast Guard unit, they should be so deployed.

f. If, in the opinion of the Coast Guard order-issuing authority, the employment of Auxiliary facilities is desirable to maintain the interest of the membership or to improve training among either the Auxiliary or Coast Guard ranks, such employment is authorized.

g. Specific duties which may have law enforcement connotations require a member to be a participant in these activities on behalf of the cognizant Coast Guard authority. Included in these duties are the direction of vessel traffic around a regatta area or the securing or closing of navigable waterways. However, a member of the Auxiliary, when assigned

1-A-2-g (cont'd) to a specific duty by Coast Guard authority, is not vested with any personal law enforcement power or authority.

h. The availability of regular Coast Guard facilities is a command determination of the responsible Coast Guard operational commander. The operational commander must make the decision to use Auxiliary facilities based on training, experience, availability and need. Coast Guard Auxiliary facilities or personnel may be assigned as per the following options:

(1) The assignment of a Coast Guard vessel with qualified members of the Auxiliary serving as crew (with the exception of the coxswain).

(2) The assignment of a Coast Guard vessel supplemented by Auxiliary facilities.

(3) The assignment of an Auxiliary facility with a Coast Guard officer or petty officer aboard.

(4) The assignment of Auxiliary facilities independently.

i. Auxiliarists shall not normally be assigned to duty in regular Coast Guard aircraft. This does not preclude the transportation of members of the Auxiliary via Coast Guard aircraft.

j. In an emergency, all Auxiliarists and Auxiliary facilities (whether operational or not) may be called out by competent Coast Guard authority.

1-A-2-k. The operational status of any Auxiliary facility may be revoked or suspended at any time by the district commander.

3. Aircraft

The use of Auxiliary aircraft facilities by operational commanders in conjunction with Coast Guard operations is authorized and encouraged. Their timely use can significantly enhance the SAR and logistics capabilities in many districts.

HAPTER 2 POLICIES

DEFINITIONS

1. Facility

A facility is a privately owned vessel, aircraft, fixed land radio station, or land mobile radio station, at least 25% of which is owned by a member of the Auxiliary. A waiver must be granted by the district commander for corporate or organizationally owned facilities; otherwise a facility must be privately owned and must meet the condition and equipment requirements stated in the current edition of the Courtesy Examiner Manual for boats, the Air Operations Manual for aircraft, or chapter five of this manual for radio facilities. Each must be accepted as a facility by the director.

2. Operational Facility

An operational facility is a vessel, aircraft, fixed land radio station, or land mobile radio station, owned by a member, which, in addition to meeting the criteria for designation as a facility, also meets any additional equipment requirements that may be specified by the district commander. It must be offered for use by the owner(s) and accepted as an operational facility by the director. Skipper and crew training requirements have no bearing on the operational status of a facility.

3. Order Issuing Authority

Any competent Coast Guard activity tasked with the overseeing or with the directing

2-A-3 (cont'd) of Auxiliary operations is defined as an order issuing authority. Directors of Auxiliary, group or station commanders or air station commanders are normally tasked with issuing patrol or support mission orders. These may be referred to as "competent Coast Guard authority."

4. Ordered Mission

A specific assigned Coast Guard duty. These include a boat or aircraft movement or radio facility activation that has been authorized by any order issuing authority, either verbally or by means of written orders.

5. Official Patrol

Any safety or regatta patrol under issuance of category one, two, or three orders. Although accounted for in separate categories on the mission hour card, activities such as chart updating, aids to navigation, pollution missions, and SAR are considered safety patrols.

6. Operational Activity

Operational activities are those which are usually carried out through employment of an operational facility. When approved by an order issuing authority, operational activities may be in support of functions such as member training and public affairs. Operational activities may also include individual operational support activities such as a tower lookout watch, which, by their very nature, preclude the use of an operational facility.

2-A-7 Official Activity

Official activities are those activities that are authorized by the Coast Guard. These activities may include but are not limited to the movement of Auxiliary facilities for logistics, transportation, training, maintenance, etc.

B. ANNUAL INSPECTION

1. Each facility must be inspected annually prior to the district facility inspection deadline date. If a member is unable to obtain an annual facility inspection prior to that date, a waiver of this requirement must be requested from the director, via the flotilla commander. Should the member fail to meet this requirement, records shall be changed to indicate a non-facility member status. Acceptable reasons for waiver of facility inspection include but are not limited to:

    a. Facility out of commission for the year.

    b. Facility sold prior to the district deadline date.

    c. Facility and/or owner absent from U.S. waters for the year.

    d. Illness of the owner or immediate family.

2. A member should not normally be granted a waiver for two consecutive years.

2-B-3. The member shall not fly the Auxiliary ensign, pennant, or burgee, nor display the insignia of the Auxiliary until the facility has passed the annual inspection and the proper decal is displayed.

C. OFFER AND ACCEPTANCE

1. Facilities may be offered for use in two major categories:

   a. Seventy-two hours or less. Auxiliarists desiring to offer their facilities for seventy-two hours or less shall keep a current Facility Characteristics Report and Offer of Use on file with the director.

   b. In excess of seventy-two hours. The category of "in excess of seventy-two hours" applies when the custody and control of the facility are turned over to the Coast Guard without the owner being on board. This category will normally be used only during a period of national emergency. It does not normally apply to aircraft facilities.

2. Directors shall provide Coast Guard group commanders with appropriate copies or summaries of the Inspection and Offer of Use Form(s) for those Auxiliary facilities located within their areas of responsibility. These reports may be used to prepare Auxiliary call-out lists.

D. ORDERS IN EXCESS OF SEVENTY-TWO HOURS

1. Prior to issuing Coast Guard orders for a period in excess of seventy-two hours, the district commander shall

2-D-1 (cont'd) direct a Coast Guard officer or petty officer to inspect the facility offered, and if found suitable, execute a Survey and Inventory Checkoff, CG-2746A, in triplicate.

2. A facility offered in accordance with the above procedures shall remain an Auxiliary facility until such time as it is placed in service for the Coast Guard by order of competent authority.

3. Under 14 U.S.C. 827-829, from the time of acceptance of the facility until that time when the facility is released to the member or the member's agent, the facility shall be deemed to be a public facility of the United States and a Coast Guard vessel, aircraft, or radio station, as appropriate.

4. This Auxiliary vessel will then be assigned a special six-digit number by the district commander. The first two digits of each number will indicate the Coast Guard district in which the vessel has been enrolled; and the last four digits, the number of that boat within the district. The First through Ninth Coast Guard districts will be indicated by the number of the district prefixed by the figure "0"; and the other districts by the appropriate district number. The letters "CG AUX" and the number assigned the vessel will be painted on a removable board which can be prominently displayed on the vessel while it is performing Coast Guard duty.

Example: CG AUX-02-0132.

2-D-5. Upon the return of an Auxiliary facility to its owner(s), the property shall be reinventoried as of the time, date and place of redelivery. Any discrepancies between the original and return inventory and any other problem areas will be mutually settled by the owner(s) and the representative of the Coast Guard. The representative of the Coast Guard shall take all necessary precautions to protect the interest of the owner as well as that of the United States.

E. RESPONSIBILITIES OF OWNERS

1. Each facility owner shall insure that the facility is inspected annually prior to the district cut-off date or that a waiver is requested as outlined above.

2. Each facility owner shall immediately advise the director of any significant changes to the facility or its associated equipment by submitting a revised CG-2736.

3. Each facility owner shall immediately advise the director, in writing, of any changes to the offer of use.

4. Each facility shall be maintained with all required equipment in a usable condition equal to, or exceeding, that required for designation as a facility.

5. The facility owner shall remove all Auxiliary decals prior to selling a facility and certify this removal to the director. The transmitting capability for Coast Guard radio channels must also be removed.

F. PATROL SIGNS

1. Auxiliary vessel facilities on official patrol shall prominently display patrol sign(s) or banner(s) shown in Figure 1, visible on both sides of the vessel. The standard design of the patrol sign will be four feet long, ten inches wide (high), and display an Auxiliary emblem centered on a broad diagonal Coast Guard red stripe that forms the leading edge of the design, followed by two narrow stripes, first a white stripe and then a Coast Guard blue stripe. The background of the sign will be white and have 2 in., block style, Coast Guard blue letters across the top spelling the words "COAST GUARD AUXILIARY" and immediately below that, 5 in., Coast Guard blue, block style letters spelling the word "PATROL". Complete specifications for the patrol sign are shown in Figure 3.

2. Auxiliary vessel facilities providing support to Coast Guard personnel involved in law enforcement activities shall prominently display special patrol sign(s) or banner(s) shown in Figure 1a, visible on both sides of the vessel. The signs, will be provided by the law enforcement officer or petty officer. These signs will be four feet long, nine inches wide (high), and have three inch black, block-style letters with the distinctive identification of the Coast Guard as described in 33 CFR 23:12, on a white backround.

3. No patrol signs shall be permanently affixed.

4. Unusual circumstances or vessel size may make it more desirable to have a signboard (or banner) of dimensions

2-G-1 (cont'd)

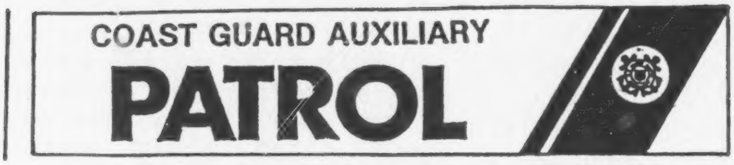
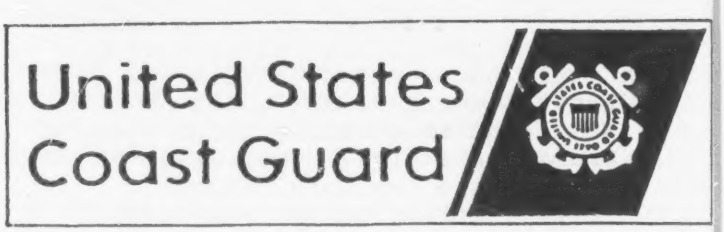

COAST GUARD AUXILIARY
PATROL

Figure 1. Auxiliary Facility Patrol Sign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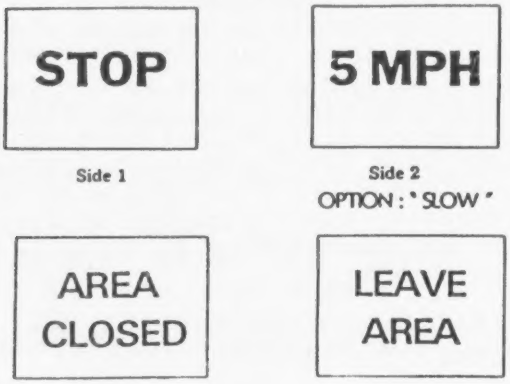
Coast Guard

Figure 1A. Auxiliary Facility Patrol Sign (in support of Coast Guard law enforcement).

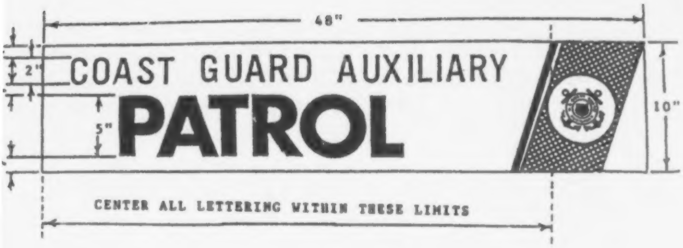
Control Signs


STOP
5 MPH
AREA CLOSED
LEAVE AREA

Side 1 — Side 2 OPTION : "SLOW"

Side 1 — Side 2

Figure 2


48"
COAST GUARD AUXILIARY
PATROL
2"
5"
10"
CENTER ALL LETTERING WITHIN THESE LIMITS

Notes: Red stripe is 6 1/2 " wide, color is PMS 179.

White stripe is 3/8" wide.

Blue stripe is 1/2" wide, color is PMS 307.

Diameter of cirle encompassing Auxiliary emblem is 5 1/2".

Color of lettering on sign is PMS 307.

Color and design specifications for the Auxiliary emblem are contained in COMDTINST M16799, dtd 19 July 1984.

Figure 3

2.F.4.(cont'd) other than that specified above, and in Figure 3. This is permissible, provided that the relative dimensions of both the signboard and lettering are proportional to the dimensions stated herein.

5. Distinctive aircraft markings are contained in Commandant Instruction M16798.5, U.S. Coast Guard Auxiliary Air Operations Manual.

2-G. CONTROL SIGNS

1. While conducting regatta patrols, it is recommended that Auxiliary facilities have vessel movement control signs available. These signs are shown in Figure 2 on page 2-8.

2. The control signs should be constructed with solid black block letters on a yellow background. The letters are to be a minimum of 4 1/2 inches in height on signs with a single line. These signs should be of lightweight construction, fitted with handholds. The signs need not be rectangular, but may be hexagonal or diamond shape similar to normal traffic signs, of sufficient size to bear the described letters. These signs are to be hand held by personnel aboard the patrol vessel when directing spectator craft and should be displayed only as needed.

3. If not available through the supply system, members may construct signs to the specifications in paragraph two.

Au 9/14/Ch. 2

DEPARTMENT OF TRANSPORTATION
UNITED STATES COAST GUARD

MAILING ADDRESS
COMMANDANT (G-BAU-2)
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Phone: (202) 426-1077

COMDTNOTE 16798
10 JAN 1984

CANCELLED: 9 JUL 1984

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COMMANDANT NOTICE 16798

Subj: CH-2 to COMDTINST M16798.3A

1. PURPOSE. This Notice transmits corrections to be made to the U.S. Coast Guard Auxiliary Operations Policy Manual (COMDTINST M16798.3A).

2. DISCUSSION. The changes herein reflect revisions in policy since publication of the manual or are editorial. Major changes being promulgated in this Notice include: Incorporation of "Action to be taken in the event of an Auxiliary Mishap" (COMDTINST 5890.8), a change of terminology from "Category I, II, or III" orders to "reimbursable or non-reimbursable" orders, and inclusion of "Auxiliary Support for Coast Guard Law Enforcement Activities" (COMDTINST 16798.7)

3. ACTION.

   a. Make the following page changes to Commandant Instruction M16798.3A, U.S. Coast Guard Auxiliary Operations Policy Manual.

      (1) Remove pages 2-7 through 2-9 and insert revised pages 2-7 through 2-9.

      (2) Remove pages 3-5 through 3-8 and insert revised pages 3-5 through 3-8a.

      (3) Remove pages 4-3 through 4-10 and insert revised pages 4-3 through 4-10.

      (4) Remove pages 4-13 through 4-18 and insert revised pages 4-13 through 4-18d.

      (5) Remove page 5-2 and insert revised page 5-2.

      (6) Remove pages 5-7 through 5-14 and insert revised pages 5-7 through 5-13.

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H																										

* NON-STANDARD DISTRIBUTION: All facility owners

TD 5.8:

(7) Remove pages 5-19 and 5-20 and insert revised pages 5-19 through 5-20a.

(8) Remove pages 6-5 through 6-7 and insert revised pages 6-5 through 6-7.

(9) Remove pages 7-1 and 7-2 and insert revised pages 7-1 and 7-2.

(10) Remove pages 7-5 and 7-6 and insert revised pages 7-5 and 7-6.

(11) Remove pages 7-11 through 7-18 and insert revised pages 7-11 through 7-18.

b. Make the following pen and ink corrections to COMDTINST 16798.3A Coast Guard Auxiliary Operations Policy Manual:

(1) Page 1-4, para. 1-A-2-k, line 3 After the word "suspended" insert the words "for any reason".

(2) Page 2-1, para. 2-A-2, line 11 Change the word "Skipper" to "Auxiliary coxswain, vessel operator".

(3) Page 2-2, para. 2-A-5, line 2 Change the words "category one, two, or three" to "reimbursable or non-reimbursable".

(4) Page 2-6, para. 2-D-5, lines 3/4 After "be", change "reinventoried" to "inventoried", and change "redelivery" to "delivery".

(5) Page 3-1, para. 3-A-1-a, line 1 After the word "activities" insert the word "conducted".

(6) Page 3-3, para. 3-A-2-b, line 8 After the words "conducted under" change the word "any" to "either", change the word "three" to "two".

(7) Page 3-4, para. 3-A-2-b (cont'd), line 1 After the word "orders" insert "(reimbursable or non-reimbursable)".

(8) Page 3-9, para. 3-C-1-d, line 2 Before the word "having" insert the words "or local unit of government".

(9) Page 3-14, para. 3-C-5-d, line 6 Before the word "accompany" insert the words "in some cases".

(10) Page 4-11, para. 4-C-1, line 6 After the word "under" change the words "category three" to "reimbursable patrol"

(11) Page 4-22, para. 4-E-1-1, line 3/4 Change the words "facility skipper" to "vessel operator".

(12) Page 5-3, para. 5-A-3-a, lines 5/6 Delete the word "operational" and insert the word "radio" before the word "facilities".

(13) Page 5-6, para. 5-B-4, lines 2/3 Delete the words "operational radio".

(14) Page 5-15,

a. Top of page Change "5-D-4-c" to "5-D-4".

b. para. 5-D-3-d, lines 1 and 8 Before the word "director" insert the word "district".

(15) Page 5-16,

(a) Top of page Change "5-D-5" to "5-D-4".

(b) para. 5-D-4-a, line 10 Change the words "must be" to "will be treated as".

(16) Page 5-17, top of page, Change "5-D-5-b (cont'd)" to "5-D-4-b (cont'd)".

J. A. McDonough, Jr.
Chief, Office of Boating, Public,
and Consumer Affairs

Non-Standard Distribution:

National Executive Committee
District Commodores
District Staff Officers Aids to Navigation
Division Staff Officers Aids to Navigation
District Commanders (ba):

1 - 125
2NR - 100
2SR - 55
2ER - 75
2WR - 100
3NR - 200
3SR - 125
5 - 200
7 - 150
8 - 100
9 - 275
11 - 150
12 - 100
13 - 125
14 - 25
17 - 25

2-F. PATROL SIGNS

1.. Auxiliary vessel facilities on official Auxiliary patrol shall prominently display patrol sign(s) or banner(s) visible at least on both sides of the vessel. The standard design of the patrol sign is shown in Figure 1. These signs will be four feet long, nine inches wide (high), and have three inch black, block-style letters on an international red-orange backround.

2. Auxiliary vessel facilities providing support to Coast Guard personnel involved in law enforcement activities shall prominently display special patrol sign(s) or banner(s) visible at least on both sides of the vessel. The signs, provided by the law enforcement officer or petty officer, will be designed as shown in figure 1A. These signs will be four feet long, nine inches wide (high), and have three inch black, block-style letters with the distinctive identification of the Coast Guard as described in 33 CFR 23:12, on a white backround.

3. Neither of these patrol signs shall be permanently affixed.

4. Unusual circumstances or vessel size may make it more desirable to have a signboard (or banner) of dimensions other than that of the standard patrol signs specified above. This is permissible, provided that the relative dimensions of both the signboard and lettering are proportional to that set above.

5. Distinctive aircraft markings are contained in the Auxiliary Air Operations Manual.

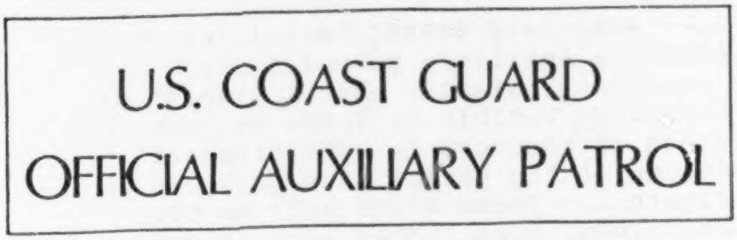

U.S. COAST GUARD
OFFICIAL AUXILIARY PATROL

Figure 1. Auxiliary Facility Patrol Sign

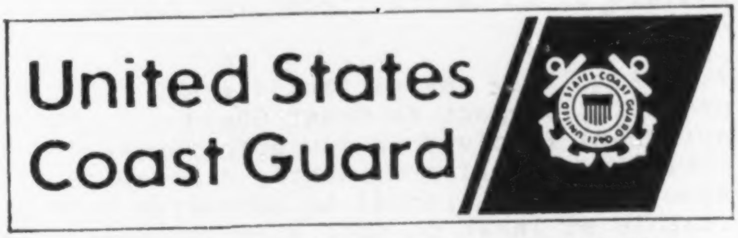
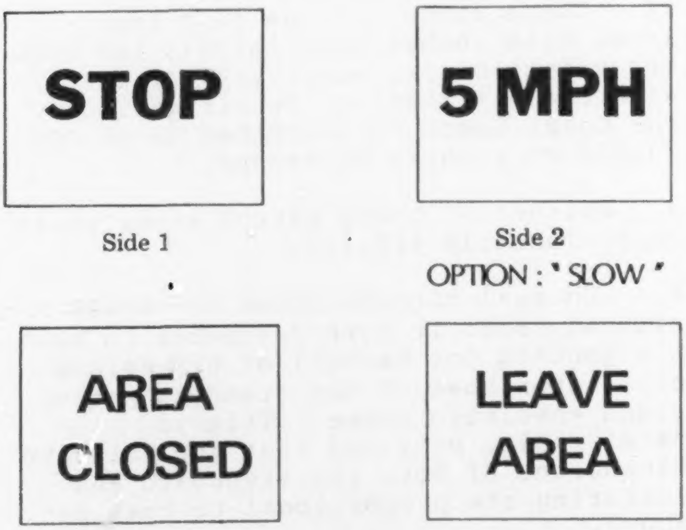

United States
Coast Guard

Figure 1A. Auxiliary Facility Patrol Sign (in support of Coast Guard law enforcement).


STOP
5 MPH
AREA CLOSED
LEAVE AREA

Side 1

Side 2
OPTION : "SLOW"

Side 1

Side 2

Movement Control Signs

Figure 2.

2-G. CONTROL SIGNS

1. While conducting regatta patrols, it is recommended that Auxiliary facilities have vessel movement control signs available. These signs are shown in Figure 2 on page 2-8.

2. The control signs should be constructed with solid black block letters on a yellow background, twelve inches by thirty inches. The letters are to be a minimum of 4 1/2 inches in height on signs with a single line. These signs should be of lightweight construction, fitted with handholds. The signs need not be rectangular, but may be hexagonal or diamond shape similar to normal traffic signs, of sufficient size to bear the described letters. These signs are to be hand held for display at close range to direct boats from the patrol craft and should be displayed only as needed.

3. If not available through the supply system, members may construct signs to the specifications in paragraph two.

3-B. OPERATIONAL SUPPORT MISSIONS

1. Description

Missions conducted in support of the Coast Guard operational programs that do not fall within the definition of a safety or regatta patrol are called operational support missions. These missions must have been specifically authorized by the district commander, or other competent Coast Guard authority.

2. Examples

The following examples are typical of some of the activities that are normally reported as being operational support missions. This list is not intended to be all inclusive, but rather to show the types of activities that may be authorized.

a. Auxiliary support to a Coast Guard unit, such as tower lookout, telephone watch, and communications watchstander.

b. Coast Guard approved support similar to the above conducted in support of state or other federal agencies (other than patrols or public education) may be reported in this category. Chart updating missions other than scheduled patrols are reported as Auxiliary administrative support missions.

c. Assistance to the Coast Guard during pollution incidents.

d. Logistics support to Coast Guard units such as providing transportation for the relighting or repair of aids to navigation.

3-B-2-e. Flights to observe and report ice accumulations in navigable waterways or to detect and report the presence of oil spills or other environmentally hazardous substances.

3. Communications

One area where considerable confusion about operational support missions exists is in the area of communications. The following items may be reported as support missions:

a. Fixed land facility or land mobile facility communications support provided to either Coast Guard units or Auxiliary facilities on a scheduled patrol or on a SAR call-out.

b. Fixed land facility or land mobile radio facilty providing communications support in the handling of actual distress traffic.

c. A communications watch at an Auxiliary radio facility during those periods which have been requested by the Coast Guard.

d. Passive direction finding (DF) activities in support of an Auxiliary SAR mission or at the request of a Coast Guard unit.

e. The following communications activities are not authorized to be reported as support missions:

(1) Monitoring of a radio frequency unless such monitoring has been specifically requested by the Coast Guard.

(2) The time spent on Auxiliary training net drills.

3-B-3-e-(3) Participation in an Auxiliary administrative traffic net or an Auxiliary amateur radio (HAM) net.

f. Ordinarily only one operator per radio station may report mission-hour credit at any one time.

4. SAR Call-Out

a. A SAR call-out is the unscheduled movement of a facility and/or personnel, at the specific request of a call-out authority, to participate in a SAR case when the facility is not already on a scheduled patrol. These call-outs are generally delivered by telephone when the Coast Guard calls a member of the Auxiliary at home or at work and requests immediate assistance. Airborne or underway time spent on a SAR call-out shall be reported as a safety patrol. Enroute and trailering time are recorded as preparation or as travel time, as appropriate. In the event that a call-out is cancelled prior to take-off or launching, it shall be reported as a Coast Guard support mission. An Auxiliary SAR incident report must be submitted for any assist performed, or for search participation which may or may not result in contact with the subject while engaged in this activity.

b. Instances where an Auxiliarist comes upon a SAR case while on a recreational outing do not fall in this category. If the case is pursued as a private citizen without receiving specific directions to do so from the

3-B-4-b (cont'd) Coast Guard, no AUXMIS report is submitted for the time spent, although the case should be recorded and reported on the SAR Incident Form (CG-4612). If a Coast Guard unit directs action, (these are called verbal orders; see Chapter 4) the time spent on the case shall be reported as a safety patrol provided all minimum equipment requirements are met. If the order issuing authority directs that action be taken after being advised that equipment and crew requirements cannot be met, this type of action may then be reported as an operational support mission.

5. SAR Standby

Standby status occurs when an Auxiliarist is on call at the specific request or with the authority of a Coast Guard order-issuing authority to be available for response to a SAR case. Standby is that time spent in the immediate vicinity of the facility, in uniform with signs properly mounted while tied up to a dock in response to a specific Coast Guard request. In the case of aircraft, standby time is that which is spent in the vicinity of the facility at the airport while in uniform awaiting orders to deploy. SAR standby shall be reported as an operational support mission.

3-C. REGATTA INFORMATION

1. Definition of Terms

a. "Regatta" or "marine event" means an organized water activity of limited duration which is conducted on a prearranged schedule, and in which general public interest is manifested.

4-A-2-a-(5) If non-Auxiliary passengers are on board, the Coast Guard duty officer must be advised. You should use good judgment and not attempt an assist that will endanger the operator, crew, passengers or facility.

(6) Be guided in any action by the duty officer's instructions. Upon evaluation, other units may be closer and more adaptable for the job, or it may be that a cutter is nearly on the scene. Whatever is required, plan, if possible, to remain on the job until released.

b. The decision to issue orders to Auxiliary facilities for SAR activity will be predicated upon the genuine need for such Auxiliary involvement and the capabilities of the Auxiliary facilities to cope successfully with the situation. Any action taken by a member of the Auxiliary in response to a distress case (prior to receipt of written or verbal orders from the Coast Guard) is taken as a private citizen of the United States acting as a private boater and not as a member of the Auxiliary. The SAR Incident Report (CG 4612) is the only report submitted for actions taken without orders from the Coast Guard.

c. Auxiliary assistance involving SAR incidents in foreign waters generally should not be undertaken without official orders granting specific authority for foreign operations. Action necessary to prevent imminent loss of life may be taken without prior approval. However, such action must be reported immediately by the most expeditious means available.

4-B. ASSIGNED DUTIES

1. Background

a. Formal written Coast Guard orders are issued to members of the Auxiliary before conducting an operational activity for two purposes. Initially, the orders are issued to secure specific actions as specified on the patrol order form (CG-5132). A secondary but equally important use is to provide a reasonable measure of financial protection to the members of the Auxiliary. Written orders issued by the competent Coast Guard authority to a member of the Auxiliary constitute assignment to a specific Coast Guard duty and should be predicated upon genuine and proper needs, and the consideration of the voluntary and non-law enforcement character of the organization. Such assignment should not exceed the capabilities which can be reasonably expected from a volunteer, the facility or which are beyond the purely civil functions of the Auxiliary.

b. An Auxiliarist is not obligated to accept Coast Guard orders. However, once such orders have been accepted, if the Auxiliarist cannot carry out the ordered mission, notification must be promptly made to the Coast Guard order issuing authority so that other arrangements can be made to carry out the patrol or mission.

c. Written orders must specify at least the following information:

4-B-1-c-(1) The name of the Auxiliarist responsible for the ordered mission.

(2) The identification of each operational facility used in the ordered mission.

(3) A brief description of the ordered mission including the category (reimbursable or non-reimbursable).

(4) The date and time that the ordered mission is to be conducted.

(5) The geographic location in which the ordered mission is to be conducted.

(6) The minimum number of qualified crew members (including the vessel operator or Auxiliary coxswain) required on board during the ordered mission. NOTE: A minimum of two qualified members must be aboard at all times.

(7) Whether or not visitors, non-members, or trainees such as Sea Explorers or Naval Sea Cadets may be onboard during the ordered mission.

d. If the operational facility identified in the order does not belong to the listed operator, the owner of the facility must have authorized in writing its use for the ordered mission.

2. Verbal Orders

In emergencies, where rapid action requirements preclude issuance of written orders before the fact, the competent Coast Guard authority may issue verbal

4-B-2 (cont'd) orders. After making appropriate log entries, follow up as soon as practicable with written confirmation. This procedure is required for reimbursable orders, and for non-reimbursable orders where injury, damage or mishap has occurred. These written orders are confirmation of the prior, verbal orders and are standard operating procedure. In emergencies such as these, the category of orders must be stipulated verbally. Depending upon both the availability of operating funds and the circumstances surrounding the incident, either reimbursable or non-reimbursable orders may be issued. In no case may actions precede the receipt of orders transmitted by oral means.

3. Categories of Patrols

a. Non-reimbursable patrols require that verbal or written orders be issued prior to undertaking the ordered mission. The orders will provide financial protection against facility damage and financial protection in case of damage to other property or personal liability. They do not provide for any reimbursement for expenses. Non-reimbursable orders may be used whenever the activity has been assigned by competent Coast Guard authority. This category of patrol orders will normally be used where an Auxiliarist has indicated that there is no desire to be reimbursed for expenses, but that coverage is requested for damages caused by or incurred to the Auxiliary facility. Additionally, these orders may be used when normal operating funds are not available. Non-reimbursable patrol orders are appropriate for all of those activities for which reimbursable patrol orders have traditionally been issued. Some

4-B-3-a (cont'd) examples (but not an inclusive list) of these include Coast Guard approved training, patrols on sole state waters and ATON/CU patrols.

b. Reimbursable patrols are those for which orders provide financial protection against facility damage and financial protection in case of damage to other property or personal liability. They also provide for reimbursement for certain expenses. Except for the additional feature of coverage for certain reimbursable expenses, all the features of non-reimbursable orders discussed previously apply to reimbursable orders including the types of ordered missions for which these orders may be issued.

4. Coast Guardsman Aboard a Facility

a. Unless the Coast Guard orders specifically designate that the Auxiliary facility shall be in charge of and commanded by Coast Guard personnel, the presence of a Coast Guard officer or petty officer on board the facility shall be for the purpose of exercising law enforcement powers or other special duties as have been specified by the commanding officer or the officer in charge. Only the Auxiliarist designated in the orders has the sole responsibility for the safe and responsible operation of the facility.

b. In the execution of law enforcement duties, it may become necessary for the Coast Guard personnel aboard the facility to request that the Auxiliarist take certain actions in the movement of the facility, such as to pursue, overtake, or come alongside another vessel. In

4-B-4-b (cont'd) complying with such directions, the Auxiliarist named in the orders has the sole responsibility for the safety of the facility and crew. If the directed operation is not within the capability of the facility or, in the Auxiliarist's judgement, would hazard the facility, the directions should be declined.

c. During the time that a Coast Guard officer or petty officer is onboard a vessel facility which is under orders, and that officer or petty officer is employed in a law enforcement capacity, the Coast Guard ensign shall be flown in lieu of the Auxiliary ensign and the special law enforcement signboards shall be displayed. The Coast Guard ensign shall not be displayed when a Coast Guard officer or petty officer is aboard and acting in the capacity of a boat crewmember or solely for area familiarization, a social event, indoctrination and the like.

d. The Coast Guard officer or petty officer does not have the authority to take over command of the facility nor to compel the Auxiliarists to comply with any requests.

5. Conduct While on Patrol

a. All Auxiliarists aboard a facility on an ordered mission shall:

(1) Be a member other than one in an inactive or permanent category, in the uniform prescribed by the district commander.

(2) If assigned as part of the required crew, be fully qualified and certified for the crew

4-B-5-a-(2) (cont'd) assignment in accordance with the provisions of the Auxiliary Boat Crew Qualification Standards Manual (required on or after 1/1/87).

(3). Meet all of the additional qualifications which have been specified by the district commander.

(4) Comply with the Coast Guard Regulations Manual (COMDTINST M5000.3) which requires that personal flotation devices (PFD's) be worn in boats on all occasions unless their removal is authorized by the Coast Guard person in charge. In areas where the Coast Guard is not available or it is not directly involved with an ordered mission, personnel on board are strongly encouraged to wear PFD's at all times, and all personnel on board must wear PFD's when providing assistance.

(5) Not use or be incapacitated because of the use of alcohol or drugs (including those medically prescribed which may diminish the capacity of the operator to safely operate the facility), or allow their use on the facility during the ordered mission.

(6) Not have any personal law enforcement powers, and shall not imply to the boating public that they have such powers.

(7) Not issue any courtesy marine examination (CME) decals during the conduct of an official patrol. Occasional CME's of opportunity may be conducted while the patrol vessel is moored and in a standby

4-B-5-a-(7) (cont'd) status. To conduct CME's while moored and in a standby status, the following conditions must be met:

(a) One Auxiliarist must remain with the patrol vessel to maintain a communications watch.

(b) The CME must be conducted in close proximity to the patrol vessel, to afford the examiner the opportunity to return to the patrol vessel immediately should it be necessary.

(c) No advertisement for CME's may be displayed.

(d) CME activities must not interfere with patrol duties.

b. All facilities used on official activities shall:

(1) Have a current Characteristics Report on file with the director.

(2) Have been inspected and display a current facility decal and operational wreath.

(3) Properly display the National ensign, the Auxiliary ensign or the Auxiliary patrol boat ensign, and officer's pennant and patrol signs.

(4) At the time of departure for the activity, have on board all equipment and publications required for designation as an operational facility.

4-D-1 (cont'd) associated equipment during the period when a facility is operating within the authority of either reimbursable or non-reimbursable orders, subject to the following policies:

a. Operational requirements may make the trailering of small boats necessary in order to effectively discharge the assigned Coast Guard duties. Therefore, if damage to, or loss of, a trailered facility results from an accident while enroute to or from the launching site, a claim may be payable under the same conditions as for loss or damage while operating underway.

b. In some cases, Auxiliarists are issued orders to cover events which last for several days. If, during such a period, the facility is damaged while it is being used for personal reasons (such as overnight quarters), the government will not authorize payment of a claim.

c. Under the provisions of the Coast Guard Claims Manual, (COMDTINST M5890.7), the Coast Guard cannot reimburse a member of the Auxiliary for loss of, or damage to, a facility, resulting from gross negligence of the Auxiliarist.

d. The Coast Guard desires that damaged facilities be returned to operating condition as soon as possible. Accordingly, those Auxiliary facilities which were damaged while in the execution of

4-D-1-d (cont'd) official orders and which are qualified for Coast Guard funded repairs, will normally be repaired by a commercial concern. However, repairs for which government reimbursment is sought shall not be undertaken until after the order issuing authority (the group commander or director) has been notified and a Coast Guard investigator or designee has inspected the damage. Emergency repairs to safeguard a vessel from further damage may be effected without prior notification. Notification that this has been done must be provided to the cognizant director of Auxiliary as soon as possible in such cases.

e. When a facility suffers damage or loss to its hull, machinery, or equipment, the circumstances surrounding this loss must be documented. The district commander, or designee, will initially conduct a preliminary inquiry. Results of this inquiry will be used to determine whether an investigation is required or may be waivered. An investigation may be waived if, the preliminary inquiry shows that:

-- Damage is such as would normally be expected for the type of operation,

-- Expense is less than $750,

-- Coast Guard responsibility is clear,

-- There is no third party involvement,

-- There is no evidence of gross negligence on the part of the owner or operator

-- Routine, required maintenance has been properly performed in a timely manner.

4-D-1-f. In each case, a determination must be made that the Auxiliarist had been assigned to specific Coast Guard duty by competent Coast Guard authority; had executed the appropriate Facility Characteristics Report, and same was on file with the director; the facility had been currently inspected and offered for use on the appropriate Facility Inspection and Offer of Use Report, and the facility had been operated within the scope of the ordered mission.

g. In support of a claim for facility damage which has been, or can be, economically repaired, the claimant should submit itemized and signed estimates from at least two reliable, disinterested concerns. If there is a reasonable expense associated with obtaining the estimate, it may be included as part of the claim. Itemized, signed receipts must be submitted evidencing payment when finally authorized by competent Coast Guard authority. Depreciation or, when applicable, appreciation, will be considered in the payment of claims. Therefore, in cases of total loss or damage to a facility or property, proof of purchase and, if applicable, any proof of appreciated value and/or salvage value may be required.

h. The district commander may approve claims not in excess of $25,000.

4-D-1-i. Claims for damage or loss in excess of $200 per item must be supported by at least one estimate or appraisal and in some cases two estimates or appraisals which conform to the following:

(1) An itemization of the total cost showing the amount attributable to each item (a piece of paper listing two damaged items and only one price is not an estimate or bill of repair for either item);

(2) An itemization of the total cost showing the amounts attributable to labor and materials unless it is clear that the materials were an inconsequential portion of the total;

(3) An itemization of any portion of the total cost attributable to charges for pickup or delivery;

(4) If a fee is charged for the appraisal or estimate, the appraisal or estimate shall include a statement as to whether or not this fee will be or has been deducted from the cost of replacement or repair;

(5) The number of appraisals or estimates necessary depends upon the availability of local merchants or repair services which provide appraisals or estimates, the availability of free appraisals or estimates in the community, and the amount to be proven by the appraisal or estimate. The order issuing authority should provide guidance concerning the number of appraisals needed.

4-D-1-j. All claims in excess of $25,000 must be referred to Commandant (G-LCL), copy to Commandant (G-BAU), with supporting documents via the district commander.

k. All cases in which the district commander makes the determination that the claim would not be payable due to (1) or (2) below are to be forwarded to the Commandant (G-LCL) for settlement with a copy to Commandant (G-BAU).

(1) A claim for damage to, or loss of, that equipment which it was not reasonable for the claimant to possess given the duties assigned.

(2) A claim resulting wholly or partly from the gross negligence or willfull misconduct of the claimant.

l. When making a claim, the Auxiliarist must complete and attach the following certification:

> The damages or loss for which reimbursement was claimed was occasioned by reason of the use of (the name and number of facility) Coast Guard Auxiliary, during period ________ to ________ by the Coast Guard. Fair market value of the facility or equipment is $________, as indicated on Form CG- 2746.

________________________ ________
(Signature of owner) (Date)

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4-D-2. Personal Injury or Death of an Auxiliarist

a. Section 832 of title 14, U.S. Code, provides that "when any member of the Auxiliary is injured or dies as a result of physical injury incurred while performing any specific duty to which he has been assigned by competent Coast Guard authority, shall be entitled to the same benefits provided for temporary members of the reserve who suffer physical injury incurred incident to the service. Members of the Auxiliary who incur physical injury or contract sickness or disease while performing any specific duty to which they have been assigned by competent Coast Guard authority shall be entitled to the same hospital treatment afforded officers and enlisted men of the Coast Guard". The performance of a specific duty as the term is used in this section includes the time engaged in traveling directly back and forth between the place of assigned duty and the permanent residence of a member of the Auxiliary.

(1) Title 33, C.F.R. section 5.59 authorizes necessary emergency medical care for Auxiliary members while on ordered missions. Such care includes medical, surgical, dental treatment, hospitalization and examination at medical care facilities. Should emergency treatment be necessary, medical care may be obtained from the nearest medical facility.

4-D-2-a-(1)(cont'd) However, whenever possible, care should be obtained from the following, in order of priority:

(a) The nearest Uniformed Service Medical Health Facility.

(b) Contract physicians.

(c) If neither of the above are available, the nearest medical facility.

b. The reference to temporary members of the Reserve was amended in 1982 to provide entitlement to the same compensation accorded to civil service employees, grade GS-9, step one, if warranted.

c. The Coast Guard has to make certification of entitlement; however, rate of compensation, rehabilitation and duration of these benefits is established by the Department of Labor (Office of Workers Compensation), and requests for modification of the type, amount, and duration of the benefits must be made to them by the beneficiary.

3. THIRD PARTY CLAIMS

a. A third party claim is one asserted against the Coast Guard or against a member of the Auxiliary arising from an incident occuring while under orders.

b. Section 646 of title 14 U.S. Code, provides that "the Secretary (of the Department to which the Coast Guard is assigned) may consider, ascertain, adjust, determine, compromise, or settle, and pay by admiralty claim for

4-D-3-b (cont'd) damage caused by a vessel in the Coast Guard service... or damage caused by a maritime tort committed by an agent of the Department in which the Coast Guard is operating..."

c. To help the government and the member make preparations to defend against third party claims, it is important that each third party incident which could lead to a claim being filed, be fully documented at the time of the incident. Whenever possible, obtain witnesses names and addresses; take a liberal number of photographs; record at the first opportunity the impressions and observations of each crewmember. If a Boating Accident Report Form (CG 3865) is available, complete as many sections as possible. Report the incident to the order issuing authority and the director of Auxiliary as soon as possible.

d. In cases where an Auxiliarist who was a vessel operator or a crew member of a public vessel of the United States (an operational facility on an ordered mission) is sued by someone whose property has been damaged or who was injured in a mishap, the Department of Justice will provide free legal representation for the Auxiliarist. In other suits against Auxiliarists, the right to government representation is tenuous. The question of Auxiliarists acting as legitimate agents of the United States when not under orders of competent Coast Guard authority must be decided on a case-by-case basis. The Coast Guard Auxiliary National Board, Inc. has purchased a blanket liability insurance policy to provide coverage

4-D-3-d (cont'd) for members engaged in legitimate Auxiliary activities not speciifically ordered by the Coast Guard. Prompt reporting of all such events is essential in order to enable the Coast Guard to determine the rights and benefits which accrue to the various parties.

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5. Claim procedures

a. Auxiliarists shall, as soon as practicable, make a report to the order issuing authority, by the most rapid means available, of the loss or damage sustained by an Auxiliary facility operating within the scope of Coast Guard orders. After initial notification, all claims shall be presented in writing within six months after the damage occurs, unless good cause is shown for the delay.

b. Claims procedures are outlined below:

(1) Small claims not exceeding $200 may be settled by repair or replacement in kind by the order issuing authority. This will eliminate the need for a review by the settlement authority and will reduce paperwork, while returning to the field a degree of local control through coordinated small claims settlement activity at the unit. After the damage is verified by the designee, the member should submit the completed, signed orders, certificated on the reverse; along with a dated and signed written notification of the incident, summarizing the cause of damage, the attendant circumstances

4-D-5-b-(1) (cont'd) and a request for payment of a specific sum of money. (NOTE: A letter of grievance stating only a cause of injury or damage but not a specific sum is not a claim.) A completed, unremarkable preliminary inquiry will then be sufficient to allow the order issuing authority to commence repairs or replacement in kind.

(2) Small claims not exceeding $750 may be filed for settlement by the order issuing authority when a completed preliminary inquiry is unremarkable on its face, that is, no investigation is required. The block IV endorsement on the patrol orders is endorsed the same as was done on the preliminary inquiry. That is, approved or not approved as necessary. The completed preliminary inquiry, endorsed patrol orders, members' written notification of the incident (dated and signed), along with the itemized, dated and signed estimates should be collated and forwarded to the district director of Auxiliary for review and action.

(3) Small claims not exceeding $750 that require an investigation because of a remarkable, completed preliminary inquiry, and large claims exceeding $750 will not be accepted in summary statement or endorsement format. The member must submit a detailed letter that complies with the format and contains the elements shown in section 4-E entitled "SAMPLE DAMAGE CLAIM LETTER". Attach the original and two copies of any non-reimburseable patrol orders or

4-D-5-b-(3) (cont'd) certified copies of the reimburseable patrol orders to the damage claim letter. The original copy and two duplicates of any reimburseable orders should be forwarded for normal processing of the reimburseable fuel, meals and other applicable routine expenses. This will prevent delay in payment of these items to the member while the claim is made. Once the investigation is completed in accordance with chapters 2 and 3 (or 4 as applicable) and 8-F-4 of the Claims Manual (COMDINST M5890.7), it is added to the claims package. The claims package now consists of the preliminary inquiry, the damage claim letter and all required attachments, the patrol orders, receipts, estimates, photos, charts, sketches, etc. It is forwarded to the district director of Auxiliary for review and action.

c. District commanders are encouraged to adopt the following format in order to standardize claims procedures.

CHAPTER 5 COMMUNICATIONS

A. AUXILIARY COMMUNICATIONS SYSTEM

1. Definitions

a. The Auxiliary communications system shall consist of those Auxiliary fixed land or land mobile radio stations which have been accepted as radio facilities, and of those operational boats and aircraft that are radio equipped. Note: the terms "operational" and "non-operational" do not apply to radio facilities. All are deemed to be operational if they have passed the facility inspection, have been offered for use and accepted by the director.

b. A fixed land radio station facility is that which is permanently operated from a fixed location (home, garage, office, etc.). It may or may not have direction finding (DF) capabilities. Equipment in this category shall not be accounted for in any other category.

c. A land mobile radio station facility is that which is installed and operated in a vehicle other than a boat or aircraft and which is capable of independent mobile operations, It may or may not have direction finding capabilities. Equipment in this category shall not be accounted for in any other category.

d. Radio equipped boats and aircraft are those boat and aircraft facilities that are equipped to operate on designated Coast Guard frequencies. These radios may or may not be equipped with direction finding (DF) capabilitites. Radios in this category are not facilities in

5-A-1-d (cont'd) themselves, but are simply functional equipment installed on board the facility; therefore, radio equipment in this category shall not be accounted for in any other category.

e. VHF-FM direction finding units are defined as those where a passive direction finding capability exists physically separate and independent of any other facility and where land line or other non-marine communications are available. While not eligible for credit as facilities, they are an integral part of the system and their use is encouraged. Credit for this within the AUXMIS system will usually be accounted for under the category of operational support mission when the mission has been requested, authorized or assigned by competent Coast Guard authority. DF units may not be used as a basis for facility membership.

f. Portable radios are defined as those which are hand carried and customarily operated by means of a self-contained power source. While not credited as facilities, these are valuable adjuncts to the operations program and their supplementary use is encourged as desired. They may be used either while ashore or aboard a facility displaying a current facility decal. They may not be used as the basis for facility membership.

2. Purpose

The primary purposes of the Auxiliary communications system are listed in order of precedence:

5-B-4-a (cont'd) (handheld) marine radios cannot be used as a basis for facility membership and/or radio facility status.

b. Be inspected for initial acceptance (and annually thereafter) by a district, division, or flotilla communications staff officer who has not only successfully completed the exam for the communications specialty course but has also met any additional district requirements. Certification of inspection will be made on form CG-2736A.

c. Be capable of working on channels 6, 16, 22A and the group or district working frequency.

d. Be FCC type accepted equipment for marine use.

e. Be accepted as a radio facility by the director of Auxiliary.

C. RADIO CALLS

1. Authorization

a. Operational vessel facilities and Auxiliary radio facilities are authorized to use Auxiliary radio call signs when:

(1) Conducting SAR or emergency communications on the distress and calling frequencies - 2182 kHz or channel 16 (156.800 MHz).

(2) Conducting SAR or emergency operations on other frequencies, including CB, while on ordered missions.

5-C-1-a-(3) Conducting official Coast Guard business on appropriate district command and control frequencies while on an ordered mission, or when conducting official Coast Guard or Auxiliary business on those U.S. government frequencies designated for Auxiliary use whether or not on official orders.

b. Auxiliary radio calls shall not be used at any time on marine public correspondence channels (marine operator).

2. Designations

a. Auxiliary fixed land stations co-located with a Coast Guard radio facility: "(Coast Guard unit name) Auxiliary radio".

EXAMPLE: "Coast Guard Miami Auxiliary Radio."

b. Auxiliary fixed land station: "Coast Guard Auxiliary (name of geographical location of station) radio."

EXAMPLE: "Coast Guard Auxiliary Lake Powell Radio."

The name of an existing Coast Guard radio equipped unit may not be used as only units which are co-located may use the name of an existing Coast Guard radio equipped unit. If two or more fixed land stations exist within the same geographical area, the subdivision, street or other local area name should be used.

5-C-2-c. Auxiliary land mobile station: "Coast Guard Auxiliary (flotilla geographical name from charter) land mobile number ____" or a district approved land mobile numbering system such as "U.S. Coast Guard Auxiliary land mobile 1353." Here 13 would be the division number, 5 the flotilla number and 3 the number of the unit in the flotilla. The name of an existing Coast Guard radio equipped unit cannot be used.

d. Auxiliary aircraft facility: "Coast Guard Auxiliary aircraft (aircraft identification number)."

e. Auxiliary operational vessel facilities shall use a numbering system such as that detailed below, except in districts which elect to employ the vessel's name (provided the name is neither offensive nor misleading) in lieu of the boat numbering system.

(1) The radio call sign will be constructed as follows:

(a) The first two digits will be the vessel's length in feet.

(b) The third digit is derived from the vessel's propulsion as follows:

Outboard	1
Inboard/Outboard	2
Inboard	3
Sail only	4

(c) The fourth, fifth, and sixth digits will be assigned to the vessels in sequence. If the numerical sequence should exceed 999, a new sequence shall be started with the letter "A" as the suffix.

(2) Thus, an 18 foot vessel with an outboard engine, assigned to a sequential number of 050 becomes Coast Guard Auxiliary vessel 181050. This number then becomes that vessel's call sign whenever it is on an ordered mission.

(3) The Coast Guard station hearing these numbers will know the vessel is operational, the vessel's length and the type of propulsion.

(4) In the event one owner has two operational vessels, the last three digits will be the same for both vessels.

f. Portable handheld transceivers use the call from a. through e. above as appropriate plus "Portable number___."

Example: Coast Guard Auxiliary vessel 181050, portable number 1."

g. Once communications have been established, the abbreviated call may be used.

Example: Full call for "Coast Guard Auxiliary North Dallas Radio" could be abbreviated (short call) to "North Dallas Radio." Similarly "Coast Guard Auxiliary vessel 222530" could be abbreviated to "530".

5-D. ADMINISTRATION

1. Coast Guard

a. The director of Auxiliary shall, under the guidelines established by the district telecommunications branch chief:

(1) Coordinate general supervision over Auxiliary communications.

(2) Approve fixed land or land mobile radio station owners for membership in the Auxiliary as a facility owner.

(3) Accept or reject facilities applying for a designation as a radio facility.

(4) Approve communications drill schedules.

(5) Encourage development of the Auxiliary communications system in order to achieve the maximum level of effectiveness.

b. The district telecommunications branch chief shall coordinate with the director of Auxiliary where the use or distribution of Coast Guard supplied radio equipment is involved.

2. Decal Display

The miniature size radio facility decal and wreath has been designed for display on the equipment or in the vicinity of the operator position at the discretion of the owner/operator. The large size decal and wreath will not be issued for

5-D-2 (cont'd) use with radio facilities. In no case shall the decal or wreath be displayed on the exterior of the building in which the communications equipment is housed. The decal and wreath for a land mobile radio station facility may be displayed either on the equipment or on a firm backing which may be attached to the vehicles sun visor and which can be raised or lowered depending on the status of the facility. In no case shall the decal be permanently affixed to bumpers, windows or other exterior areas of a vehicle or trailer.

4. Frequencies

a. The frequencies listed below are authorized for official use by the Auxiliary. The telecommunications branch chief for each district will determine which frequencies will be used within that district.

FREQUENCY	MODE	POWER
VHF-FM Coast Guard Working Frequency		
Channel 21A (157.050)	FM	25W
Channel 23A (157.150)	FM	25W
Channel 81A (157.075)	FM	25W
Channel 83A (157.175)	FM	25W
HF-AM/DSB C.G. Auxiliary Working Frequency		
27.980 MHz (authorized for hand held portable use only in areas where authorized by the Comdt.)	AM	5W

FREQUENCY	MODE	POWER
Coast Guard Liaison/Working Frequency		
Channel 22A (157.100 MHz)	FM	25W
2670 kHz	SSB	100W
Distress, safety, Calling Frequencies		
Channel 16 (156.800)	FM	25W
2182 kHz	SSB	100W
2 - 4 kHz District Working Frequency		
2231.4 kHz	SSB	100W
2230 kHz (CGD8 only)	SSB	100W
Coast Guard Aeronautical Working Frequency		
122.900 MHz	AM	10W
123.100 MHz	AM	10W
Coast Guard Auxiliary Non-Marine Working		
143.280 MHz	AM/FM	25W
Channel 9 (CB) (see 5-F-2-b)	AM/SSB	5W

b. Channel 16 is required for all radio equipped vessels and aircraft using a VHF radio. Utilization of this frequency by all other radiop facilities shall be restricted to emergency search and rescue, and essential operational calls. Channel 22A (157.100) is the government to non-government liaison frequency.

5-F-2. Policy

Auxiliarists using CB equipment will use their Auxiliary call signs for emergencies and actual SAR traffic. This is the same policy applied within the Coast Guard. Proper radiotelephone procedures will be adhered to when using CB for such emergency and distress communications. The use of a "10" code and CB slang is prohibited.

a. Auxiliary vessels voluntarily outfitted with CB equipment for their own use may communicate via this mode to a boat in distress, and may use their Auxiliary call sign if communications with the distressed unit is required and no other common mode of communications is available.

b. Although use of authorized marine frequencies is preferred, CB equipment may be used when it would appear that the mission assigned could be more expeditiously carried out by not shifting frequencies or by otherwise breaking communications with the unit in distress.

G. Radio Logs

1. Radio logs and formal message logs must be maintained on a current basis by the owner/operator of a radio facility. Radio logs are required for radio equipped facilities operating under orders except:

a. vessels under 65 feet in length,

b. aircraft, and,

5-G-1-c. vehicles with land mobile radio facilities aboard.

d. The above described exceptions to the use of radio logs apply only when an Auxiliary facility is operating for a Coast Guard shore unit which is maintaining radio contact with the facility. All units not under the direct control of an established Coast Guard radio station or Coast Guard Auxiliary fixed land station must maintain a radio log, when under official orders.

2. Radio logs must be made available to cognizant authority upon request.

3. Radio logs must be maintained for one year except when distress traffic is recorded, in which case the retention period is three years. In cases where the radio log contains information pertinent to an investigation or claim, the retention period may be longer.

4. The act of keeping a radio log must not be allowed to interfere with the safe operation of the vessel. If a log entry is required and completing it during an event could create an unsafe situation, defer the log entry until the operation has been completed. Log entries may then be made from memory. The use of an audio cassette recorder is helpful in these instances.

5-H. FEDERAL COMMUNICATIONS COMMISSION

1. Jurisdiction

The FCC holds jurisdiction for the licensing of all non-government radio stations. Federal government radio stations are not licensed by the FCC. Radio facilities (fixed land or land mobile) and radio equipped boats and aircraft become government radio stations when operating on U.S. Coast Guard or Auxiliary frequencies on official business. At all other times Auxiliary radio facilities operate as private, non-government radio stations under the jurisdiction of the FCC.

6-A-3-c (cont'd) qualified are afforded the opportunity to volunteer for any authorized assignments.

B. AIDS TO NAVIGATION

Information concerning Aids to Navigation may be found in the Auxiliary Aids to Navigation - Chart Updating Manual.

C. DISASTER RELIEF

1. General

Present day weather forecasting generally makes possible the early detection of hurricane, storm, or flood conditions. Rapid dissemination of this information to the public is passed via the press and radio. Timely preparation for those natural disasters and the understanding of their characteristics can lessen damage and loss. Each flotilla is encouraged to evaluate its potential contribution in terms of its own locality and in consideration of the capabilities of its members and their facilities.

2. Auxiliary Assistance

a. Auxiliary units or individual members and facilities may be utilized to:

(1) Warn personnel in waterfront and/or isolated areas;

(2) Transport supplies, equipment or personnel;

(3) Evacuate personnel or property from stricken areas;

(4) Coordinate boat traffic by dispersing and guiding to safe moorings;

6-C-2-a-(5) Secure small craft and waterfront facilities; and

(6) Conduct other tasks as may be required to expedite preparations for, or relief from, emergency conditions.

b. These activities may be conducted only after specific request from or approval by the Coast Guard. It is expected that disaster relief will be conducted in coordination with the Coast Guard, the civil defense authorities or with state authorities.

3. Emergency Plans

Flotilla commanders are authorized and encouraged to conduct the following advance activities:

a. Establish liaison with local representatives of sheriff, police, fire department, American Red Cross, Coast Guard, Civil Air Patrol, commercial and sport fisherman groups, marine operators, etc.

b. Prepare a list of flotilla members and facilities, with crews assigned, which would be available for emergency work, and set up a call-out system to organize this group quickly.

c. Instruct all flotilla members in the characteristics and dangers of tropical disturbances and floods and in the effective action to be taken before, during, and after their occurrence, with particular reference to safeguarding both private and public property.

6-C-3-d Notify the operator of the nearest Auxiliary radio facility whom to contact in the flotilla in order to pass or receive information, with at least two alternates, in the event the first cannot be reached.

e. Keep the division captain, director, or local Coast Guard command informed of the state of readiness of the flotilla members and facilities available for use.

4. Membership in Civil Defense

Members should be aware that Auxiliarists should not be considered available for enrollment in any local civil defense organizations. This is not intended to prohibit the use of Auxiliary members and their facilities for emergency civil defense purposes, but rather to avoid the inclusion of these forces in civil defense planning. In the event of an actual emergency, it is improbable that any of these facilities will be in excess of the primary needs of the Coast Guard.

CHAPTER 7 FLAGS

A. PURPOSE

1. General

a. Special flags are authorized for the use of Auxiliarists in Title 14, U.S.C., Chapter 25. The following is a partial excerpt:

> "The Secretary may prescribe one or more suitable distinguishing flags, pennants .... to be displayed by the motorboats, yachts, aircraft, and radio stations owned by members of the Auxiliary...."

b. Individual flags are discussed and pictured in succeeding paragraphs. Technical details and specifications such as size, size ratios, color, numbers, etc., which are only of concern to manufacturers and contractors, are not discussed in this manual, but are available from the chief director's office. Interested members with a specific need for technical information may request it by letter, via their directors. Dimensions of flags used by Auxiliarists are given in the official Auxiliary National Store catalog.

c. All flags described in this chapter are stocked in the Auxiliary National Store and may be purchased through the member's district staff officer for materials (DSO-MA).

7-A-2 The National Ensign

a. The national ensign should be flown at all times when underway. While there is no law against flying the flag at night, when not underway it is customary to fly it between sunrise and sunset. In the Coast Guard it is flown from 0800 to sunset when in port.

b. The flag should never be displayed upside down, except as a signal of distress. It should be noted that this is not recognized as an international distress signal because numerous flags of other nations appear the same when flown upside down.

c. The accepted rule of thumb for the proper size of the flag for power boats is that the national ensign be a minimum of one inch on the fly for each foot of overall boat length. Practical considerations permit the ensign to be of the standard size which most closely meets the above requirement.

d. All facilities shall fly the U.S. ensign whenever the Auxiliary ensign is flown.

3. Coast Guard Ensign

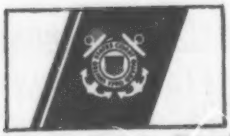
a. The Coast Guard ensign will be flown day and night while a facility is under orders with a Coast Guard officer or petty officer aboard except when the purpose for being aboard is a social event, personnel or logistics transportation, area familiarization and the like since the display of the Coast Guard ensign signifies that a Coast Guard officer or petty officer is aboard for law enforcement purposes.

7-A-6. AUXILIARY PATROL BOAT ENSIGN

a. The Auxiliary patrol boat ensign is a modification of the official Coast Guard identification insignia and is established to improve recognition of Auxiliary patrol boats when they are performing official Coast Guard operational activities. The Auxiliary patrol boat ensign is the distinguishing mark of an operational vessel facility, manned by qualified crew, operating in an official capacity within the cognizance of a Coast Guard order issuing authority. The Auxiliary patrol boat ensign may be flown only on inspected operational facilities that display the current operational facility decal and wreath. It must be flown day or night when the facility is officially utilized for operational activities. (See chart on pages 7-13 and 7-16.)

b. The patrol boat ensign shall be flown in the same manner prescribed for, and in place of, the Auxiliary (blue) ensign, when the facility is utilized for official operational activities under order of competent Coast Guard authority.

c. The field of the patrol boat ensign is white. An Auxiliary emblem is centered on a broad diagonal Coast Guard red stripe followed to the right or left by two narrow stripes, first a white stripe and then a Coast Guard blue stripe. The proper size is five-eighths of an inch on the fly for each foot of the overall length of the vessel or the closest available ensign size to that ratio.



Patrol Boat Ensign

7-A-7. Auxiliary Officers Flags

a. Officer pennants and past officers burgees may be flown only from inspected and approved vessel facilities. They may be flown day and night as long as the officer is aboard.

b. A vessel shall not display more than one officer's pennant or past officer's burgee. If an incumbent officer and a past officer are aboard a facility, the incumbent officer's pennant shall be flown rather than the past officer's burgee. However, if a senior officer is aboard as a visitor, it is a courteous practice to display the flag of the senior officer, whether it is a pennant or burgee. Past officers have the option of flying the burgee of the highest office held or the pennant of the present office.

c. The pennant or burgee should be flown from the starboard yardarm if the vessel is equipped with a mast. If the vessel does not have a mast, the pennant or burgee may be flown in lieu of the Auxiliary ensign from the bow staff.

d. A vessel under official orders is permitted to fly an officer's pennant or burgee in addition to the national and patrol boat ensigns. All other flags - yacht ensigns, USPS ensigns, yacht club burgees, squadron pennants, and state flags, etc. - shall not be flown.

7-B. COAST GUARD IDENTIFICATION INSIGNIA

The Coast Guard's popular and well known visual identification "slash" (properly known as the "Coast Guard Identification Insignia") is intended for identification of Coast Guard vessels, aircraft, units, and stations.It also appears frequently on semi-official and official publications stationery, etc., and on such items as authorized jewelery. Non-Coast Guard use is prohibited without the prior authorization of the Commandant. In general, facilities of the Auxiliary will be engaged on Coast Guard business only intermittently, so display of any permanent markings similar to the Coast Guard identification insignia or permanent markings designed to identify a facility as being associated with the Auxiliary (other than facility decals) could be misleading to the public and, therefore, the markings are not authorized.

C. DISPLAY

The policy for the display of the flags on Auxiliary vessel facilities are shown in the illustrations, tables, and notes found on the following pages.

7-C (cont'd)

FLAG	NAT'L ENSIGN	COAST GUARD ENSIGN	AUXILARY ENSIGN	AUXILARY OFFICER PENNANT	AUXILARY PATROL ENSIGN
Under Orders Flown	Stern Staff or Gaff Note #1	NO	Truck Bow Staff Note #4 Note #6 Note #10	Stbd Yard Bow Staff Note #3	Truck Bow Staff in place of Auxiliary Ensign Note #7 Note #10
Under Orders USCG Officer Aboard Flown	Stern Staff or Gaff Note #1	Truck Note #5 Note #8	NO	NO	NO
Hours Flown	0800 To Sunset Note #9	Day and Night Under Orders Note #5	Day and Night Note #4	Officer Aboard Day and Night	Day and Night

POWER VESSEL DISPLAY CHART

POWER VESSELS - CHART NOTES

Note #1 -- National Ensign - Shall be flown from the stern staff on a power boat except when the vessel is equipped with a gaff, in which case the ensign is flown from the stern staff at anchor and the gaff when underway.

Note #2 -- Auxiliary Ensign - (a) Shall be flown fron the main truck when the vessel is equipped with a mast(s).

(b) Without a mast from the bow staff. (See configuration A).

Note #3 -- Auxiliary Officer - Pennant or Burgee shall be flown from the starboard yardarm when the vessel is equipped with a signal mast. (See configuration D). If the vessel has no mast, it may be flown in lieu of the Auxiliary Ensign from the bow staff. Only one officer pennant or burgee may be flown at a time. (See configuration A).

Note #4 -- Auxiliary Ensign may be flown day and night on currently inspected facilities displaying a decal.

Note #5 -- The Coast Guard Ensign - shall be flown day and night while the facility is under orders with a Coast Guard officer or petty officer aboard.

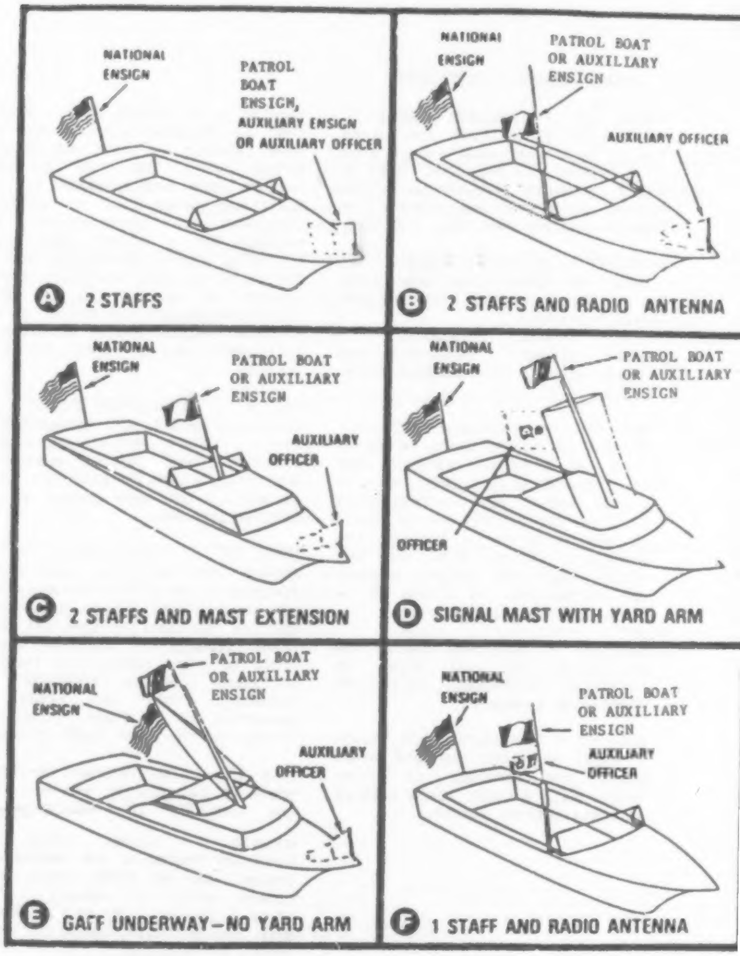
Note #6 -- No Signal Mast - When a boat is equipped with a bow and stern staff, and does not have a signal mast, but has a radio antenna (See configuration B), the Auxiliary ensign may be properly displayed by substituting the antenna for a signal mast. The height of the uppermost portion of the hoist of the Auxiliary Ensign should be affixed at a point approximately 2/3 the height of the antenna. No additional antennas or outriggers may be used for this purpose.

Note #7 -- Patrol Boat Ensign - The Auxiliary Patrol Boat Ensign may be flown only while performing official Coast Guard operational activities. It is flown in place of and in the same manner as the Auxiliary Ensign.

Note #8 -- Coast Guard Officer Aboard - On facilities under orders (reimbursable or non-reimbursable) the Coast Guard Ensign substitutes for the Auxiliary Ensign, all other flags except the National Ensign shall be taken down (this includes Auxiliary officer pennants and burgees). Only two flags are permitted to be flown - National Ensign and the Coast Guard Ensign.

Note #9 -- The National Ensign - shall be flown night and day while the facility is under orders.

Note#10 - Either flag, the Auxiliary Ensign or the Patrol Boat Ensign, may be flown while under orders until 1 January, 1985. After 1 January, use of the Patrol Boat Ensign while operating under orders is mandatory.


NATIONAL ENSIGN
PATROL BOAT ENSIGN, AUXILIARY ENSIGN OR AUXILIARY OFFICER
NATIONAL ENSIGN
PATROL BOAT OR AUXILIARY ENSIGN
AUXILIARY OFFICER
NATIONAL ENSIGN
PATROL BOAT OR AUXILIARY ENSIGN
AUXILIARY OFFICER
NATIONAL ENSIGN
PATROL BOAT OR AUXILIARY ENSIGN
OFFICER
PATROL BOAT OR AUXILIARY ENSIGN
NATIONAL ENSIGN
AUXILIARY OFFICER
NATIONAL ENSIGN
PATROL BOAT OR AUXILIARY ENSIGN
AUXILIARY OFFICER

Ⓐ 2 STAFFS

Ⓑ 2 STAFFS AND RADIO ANTENNA

Ⓒ 2 STAFFS AND MAST EXTENSION

Ⓓ SIGNAL MAST WITH YARD ARM

Ⓔ GAFF UNDERWAY–NO YARD ARM

Ⓕ 1 STAFF AND RADIO ANTENNA

7-C (cont'd)

FLAG	NAT'L ENSIGN	COAST GUARD ENSIGN	AUXILARY ENSIGN	AUXILARY OFFICER PENNANT	AUXILARY PATROL ENSIGN
Under Orders Flown Category	Stern Staff or aftermost Leech Note #1	NO	Main or Forward Masthead Starboard Spreader or Shroud Note #7 Note #8	Main or Aft Masthead Note #5 Note #6	Main or Forward Masthead Starboard Spreader or Shroud Note #7
Under Orders USCG Officer Aboard Flown	Stern Staff or Aftermost Leech Note #1	Main or Forward Masthead	NO Note #3	NO Note #5	NO
Hours Flown	0800 To Sunset Note #8	Day and Night Under Orders Note #3	Day and Night Note #3	Officer Aboard Day and Night	Day and Night

SAIL VESSEL DISPLAY CHART

SAIL VESSELS - CHART NOTES

Note #1 -- The National Ensign - shall be flown from the stern staff of a sail facility underway or at anchor. Under sail only, the National Ensign may optionally be flown from the peak of the aftermast sail on a gaffrigged vessel or from a point approximately 2/3 up the leech of the aftermost sail on a Marconi rigged boat. (See configuration B).

Note #2 -- The Coast Guard Ensign - shall be flown 24 hours a day while a facility is under orders with a Coast Guard officer or petty officer aboard.

Note #3 -- Auxiliary Ensign - may be flown while under orders (without a Coast Guard officer or petty aboard) or when not under orders as follows:

(a) At mainmast head of catboat, cutter, sloop, ketch or yawl; foremast head of a schooner, or

(b) At the principal starboard spreader, or shroud when Auxiliary officer pennant or burgee is at masthead or shroud. (See configurations A and E1).

Note #4 -- The Auxiliary Ensign - may be flown day and night on currently inspected facilities displaying a decal.

Note #5 -- Auxiliary Officer Pennant or Burgee - may be flown under orders (without a Coast Guard officer or petty officer aboard) or while not under orders as follows:

(a) At masthead of boat without spreader halyard, in lieu of Auxiliary Ensign. (See configuration A).

(b) At masthead of single-masted facility when Auxiliary Ensign is at starboard spreader or shroud. (See configuration C1).

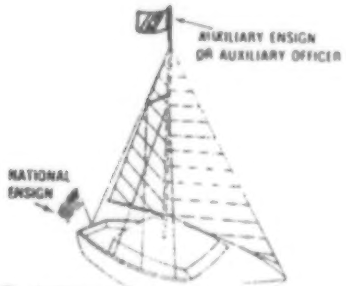
(c) At aftermost masthead of multi-masted vessel, when Auxiliary Ensign is carried at foremost masthead. (See configuration E2).

(d) On port spreader or shroud or on starboard spreader or shroud under Auxiliary Ensign when electronic equipment is at masthead. (See configurations D1 , D2).

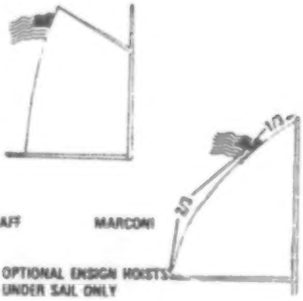
Note #6 Only one officers pennant or burgee may be flown at a time.

Note #7 -- Patrol Boat Ensign - The Auxiliary Patrol Boat Ensign may be flown only while performing official Coast Guard operational activities. It is flown in place of and in the same manner as the Auxiliary Ensign.

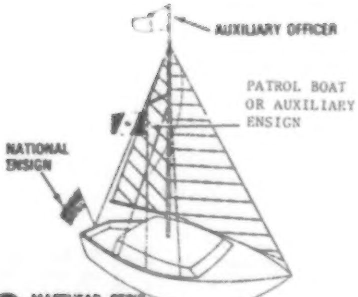
Note #8 - Either flag, the Auxiliary Ensign or the Patrol Boat Ensign, may be flown while under orders until 1 January, 1985. After 1 January, use of the Patrol Boat Ensign while operating under orders is mandatory.


AUXILIARY ENSIGN
OR AUXILIARY OFFICER
NATIONAL
ENSIGN

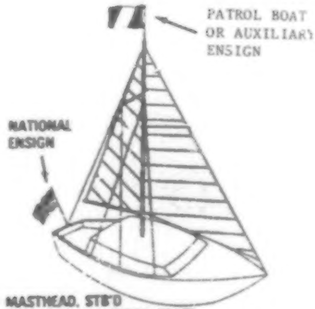
Ⓐ MASTHEAD AND
STERN STAFF


1/2
1/2
GAFF
MARCONI

Ⓑ OPTIONAL ENSIGN HOISTS
UNDER SAIL ONLY

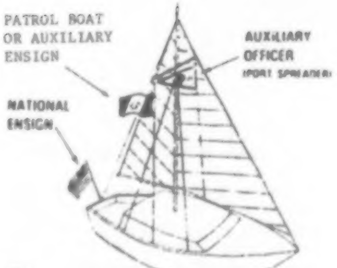

AUXILIARY OFFICER
PATROL BOAT
OR AUXILIARY
ENSIGN
NATIONAL
ENSIGN

Ⓒ1 MASTHEAD, STB'D
SPREADER AND STERN STAFF

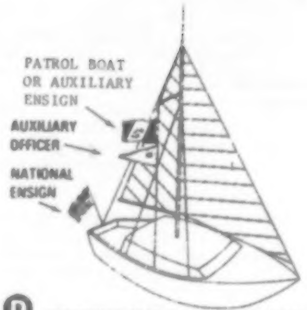

PATROL BOAT
OR AUXILIARY
ENSIGN
NATIONAL
ENSIGN

Ⓒ2 MASTHEAD, STB'D
SPREADER AND STERN STAFF

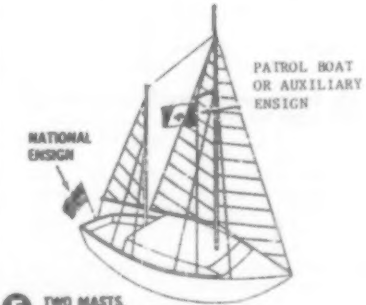
7-C (cont'd)


PATROL BOAT
OR AUXILIARY
ENSIGN
AUXILIARY
OFFICER
(PORT SPREADER)
NATIONAL
ENSIGN

D1 ELECTRONIC GEAR ON MAST 1ST ALTERNATE


PATROL BOAT
OR AUXILIARY
ENSIGN
AUXILIARY
OFFICER
NATIONAL
ENSIGN

D2 ELECTRONIC GEAR ON MAST 2ND ALTERNATE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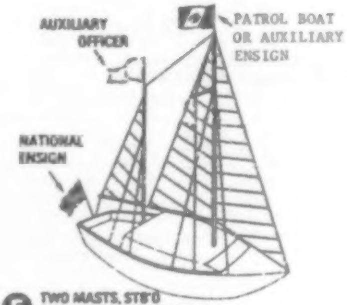
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E2 TWO MASTS, STB'D
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US Department
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HAPTER 3 OPERATIONAL ACTIVITIES

. PATROLS

1. Background

a. Operational activities by members of the Auxiliary will consist of those activities as defined in Chapter Two. Those operational activities that are approved by the director of Auxiliary or other competent authority so designated by the district commander will be considered an "official" activity and may be reported in AUXMIS in accordance with the current instructions. Activities may be scheduled and approved for a boating season or other convenient time period or they may be approved for each movement.

b. Safety and regatta patrols make up the vast majority of all operational activities. Any operational activity that does not fall within the definition of one of these patrols will be reported in the appropriate category on form CG-4947. In the majority of cases these missions will meet the operational support mission definition, described in the Auxiliary Member AUXMIS Guide.

c. A patrol is an ordered mission that is a scheduled movement of a vessel or an aircraft for a specific purpose authorized by the Coast Guard. The patrol commences when the facility is moved, such as taxied from hanger or tie-down (if an aircraft), launched (if trailered), or has left the dock or pier (if moored).

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3-A-1-c (cont'd) An integral and necessary part of a patrol or scheduled movement includes allowing reasonable travel time to place it "on station" as indicated in the patrol instructions. The patrol terminates when the facility arrives back at its home port, pier, dock, hangar, or launch ramp; having allowed reasonable time for the return trip. If the facility is in communication with a local Coast Guard unit, notification shall be sent when commencing and terminating the patrol and when arriving on or departing from station. Facilities en route to or from assigned areas are still to be considered as resources subject to call and assignment if needed by the local Coast Guard unit for which the patrol or mission was originally scheduled.

2. Types

a. Safety Patrols

The primary purpose of every Auxiliary patrol is to be ready and available to handle routine SAR cases in a given area. The first priority when on patrol (regardless of category or assigned mission) is to locate and assist persons and/or property in actual or potential distress. While the specific task assigned and designated on the patrol order form may be chart updating, aids to navigation, or pollution, the primary purpose of conducting any patrol (or mission) shall remain as stated above.

3-A-2-a-(1) Aids to Navigation

The specific task of checking aids to navigation or providing logistic support to Coast Guard personnel servicing or repairing aids to navigation should be accomplished on patrol. Reports of aids to navigation discrepancies shall be submitted regardless of the type of patrol on which the facility is engaged. They shall be transmitted to the Coast Guard, utilizing the transmittal method dictated by the priority of the discrepancy and the importance of the aid.

(2) Chart Updating.

The specific task of verifying the accuracy and completeness of the information published on charts and in related navigation publications produced by the various charting and/or mapping agencies in a unit's operating area, should normally be accomplished while on patrol. Chart updating reports shall be submitted on the appropriate NOAA form as per current instructions.

(3) Navigational aids and charts should always be checked for accuracy when underway regardless of patrol status.

b. Regatta Patrol

A regatta patrol is conducted for the sole purpose of providing spectator safety during approved regattas, marine events, or parades. Regatta patrols are usually conducted under the operational control of an assigned Coast Guard patrol commander and may be conducted under any of the three

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3-A-2-b (cont'd) categories of orders. A separate Auxiliary SAR Incident Report must be submitted for each assist conducted.

3. Water Types

a. Navigable/joint waters are those upon which the Coast Guard has SAR responsibility.

b. Sole state waters are those upon which the state authorities have sole jurisdiction. The Federal Boat Safety Act of 1971 authorized the use of Auxiliarists to assist the state in the promotion of boating safety on state waters. The state boating law administrator (or the equivalent) must request this assistance from the Coast Guard director who will, in turn, authorize Auxiliarists to conduct the patrol if Auxiliary support is available. When working with state boating officials, Auxiliarists must be particularly careful not to assume or imply any law enforcement authority.

4. Other Agencies

Other government agencies, such as the National Park Service and the U.S. Army Corps of Engineers, may request Coast Guard Auxiliary assistance. The requests should be handled in the same manner as requests from the state boating law administrators.

3-B. OPERATIONAL SUPPORT MISSIONS

1. Description

Missions conducted in support of the Coast Guard operational programs that do not fall within the definition of a safety or regatta patrol are called operational support missions. These missions must have been specifically authorized by the district commander, or other competent Coast Guard authority.

2. Examples

The following examples are typical of some of the activities that are normally reported as being operational support missions. This list is not intended to be all inclusive, but rather to show the types of activities that may be authorized.

a. Auxiliary support to a Coast Guard unit, such as tower lookout, telephone watch, and communications watchstander.

b. Coast Guard approved support similar to the above conducted in support of state or other federal agencies (other than patrols or public education) may be reported in this category. Chart updating missions other than scheduled patrols are reported as Auxiliary support missions.

c. Assistance to the Coast Guard during pollution incidents.

3-B-2-d. Logistics support to Coast Guard units such as providing transportation for the relighting or repair of aids to navigation.

e. Flights to observe and report ice accumulations in navigable waterways or to detect and report the presence of oil spills or other environmentally hazardous substances.

3. Communications

One area where considerable confusion about operational support missions exists is in the area of communications. The following items may be reported as support missions:

a. Operational fixed land facility or land mobile facility communications support provided to either Coast Guard units or Auxiliary facilities on a scheduled patrol or on a SAR call-out.

b. Operational fixed land facility or land mobile radio facility providing communications support in the handling of actual distress traffic.

c. A communications watch at an Auxiliary operational radio facility during those periods which have been requested by the Coast Guard.

d. Passive direction finding (DF) activities in support of an Auxiliary SAR mission or at the request of a Coast Guard unit.

3-B-3-e. The following communications activities are not authorized to be reported as support missions:

(1) Monitoring of a radio frequency unless such monitoring has been specifically requested by the Coast Guard.

(2) The time spent on Auxiliary training net drills.

f. Ordinarily only one operator per radio station may report mission-hour credit at any one time.

4. SAR Call-Out

a. A SAR call-out is the unscheduled movement of a facility at the specific request of a call-out authority to participate in a SAR case when the facility is not already on a scheduled patrol. These call-outs are generally delivered by telephone when the Coast Guard calls a member of the Auxiliary at home or at work and requests immediate assistance. Time spent on a SAR call-out shall be reported as a safety patrol. An Auxiliary SAR incident report must be submitted for any assist performed, or for search participation that may or may not result in contact with the subject while engaged in this activity.

b. Instances where an Auxiliarist comes upon a SAR case while out boating do not fall in this category. If the case is pursued as a private citizen without receiving specific directions to do so from the Coast Guard, no AUXMIS credit is received

3-B-4-(b) (cont'd) for the time spent, although the case should be recorded and reported on the SAR Incident Report form (CG-4612). If a Coast Guard unit directs action, (these are called verbal orders; see Chapter 4) the time spent on the case shall be reported as a safety patrol provided all minimum crew and equipment requirements are met. When action has been authorized but equipment and crew requirements can not be met, this type of action may then be reported as an operations support mission.

5. SAR Standby

Standby status occurs when an Auxiliarist is on call at the specific request or with the authority of a Coast Guard order issuing authority to be available for response to a SAR case. Standby is that time spent in the immediate vicinity of the facility, in uniform with signs properly mounted while tied up to a dock in response to a specific Coast Guard reguest. In the case of aircraft, standby time is that which is spent in the vicinity of the facility at the airport while in uniform awaiting orders to deploy. SAR standby shall be reported as an operational support mission.

C. REGATTA INFORMATION

1. Definition of Terms

a. "Regatta" or "marine event" means an organized water activity of limited duration which is conducted on a prearranged schedule, and in which general public interest is manifested.

3-C-1-b. "Navigable waters of the United States" means those waters of the United States, including the territorial sea adjacent thereto, the general character of which is navigable, and which, either by themselves or by uniting with other waters, form a continuous waterway on which boats or vessels may navigate or travel between two or more states, or to, or from foreign nations.

c. "District commander" means the commander of the Coast Guard district in which the regatta or marine event is intended to be held.

d. "State authority" means any official or agency of a state having power under the law of such state to regulate regattas or marine events on waters over which such state has jurisdiction.

2. Responsibility and Authority

a. The Federal regulations provide authority for the district commander to issue special local regulations to ensure the safety of life in the regatta or marine event area, and to establish and maintain aids to navigation necessary to assist in the observance and enforcement of those special local regulations.

b. Coast Guard responsibility and authority is broad. It covers events on, in, and under the water, if the activity restricts navigation or hazards safety. It is intended to control situations not provided for otherwise.

3-C-2-c. Considering the continued growth in boating, it is obvious that the Coast Guard's control must normally be limited to those events which may be expected to introduce extra or unusual hazards, or which will impede the flow of marine traffic in channels or along normal routes.

d. State and local governments act independently on sole state waters. Where federal and state concurrent jurisdiction exists, the states may exercise controls not in conflict with federal regulations. Through U. S. Coast Guard agreements with the states, maximum cooperation may be obtained and duplication of effort and conflicting instructions minimized.

e. The sponsoring organization is responsible for the safe conduct of the event. This includes but is not limited to adequate preparations such as Coast Guard approval, instructions to and qualification of participants, safety equipment inspections, rescue and first aid facilities, control of activities and removal of obstructions or menaces to safe navigation if applicable to the event.

f. The district commander may establish temporary federal aids to navigation and may authorize private aids to navigation to mark parades and regattas. If the purpose of markers is not for the safety of navigation in the ordinary sense, but is for a special purpose such as to mark turning points, a starting place, a slalom course, or other restrictions to participants, and if they do not

3-C-2-f (cont'd) display the authorized characteristics prescribed by lateral or uniform waterway marker systems, such markers need not be considered "aids to navigation" for purposes of Coast Guard review as to their replacement, characteristics, etc.

3. Special Local Regulations

a. The primary functions of a regatta patrol are to control the spectator fleet and transient craft, for their protection and to eliminate the introduction of a safety hazard into the event area. The primary responsibility to protect participants from the hazards of the event, including other participants, rests with the sponsoring organization, as noted in the Permit for Marine Event, CG-4424.

b. Patrol commanders are normally Coast Guard commissioned, warrant, or petty officers on active duty, designated by the district commander or Coast Guard group commander for the event, who know their responsibility and authority. They must be provided with details of the event including who the event committee chairman is, and how the chairman can be reached during the event.

c. Either Coast Guard vessels or Auxiliary facilities may be used to patrol events, including embarking of the patrol commander. All vessels on regatta patrol under orders should display identification signs.

3-C-3-d. When a regatta or marine event is to be patrolled solely by Auxiliary personnel, without on-scene support of Coast Guard or state law enforcement officers, one qualified person will be placed in overall charge of the patrol. The person in charge will be designated as the Auxiliary patrol commander. Authority of the Auxiliary patrol commander will be governed by written instructions.

e. When a regatta or marine event is under the control of a Coast Guard patrol commander, coordination of multiple Auxiliary facilities and personnel should be accomplished through a designated Coast Guard Auxiliary facilities commander (AFC). The AFC shall act as liaison in the preparation, conduct, and termination of the event.

4. Coast Guard-State Agreement

The district commander is authorized to enter into agreements with state authorities permitting regulation by the state of such classes of regatta or marine parades on the navigable waters of the United states, as, in the opinion of the district commander, the state is able to regulate in such a manner as to ensure safety of life. All such agreements shall reserve to the district commander the right to regulate any particular regatta or marine parade, when such action is deemed to be in the public interest.

3-C-5. Submission of Applications

a. An individual or organization planning to hold a regatta or marine parade which, by its nature, circumstances or location, will introduce extra or unusual hazards to the safety of life on the navigable waters of the United states, shall submit an application to the Coast Guard district commander having cognizance of the area where the regatta or marine parade will be held. Examples of the conditions which are deemed to introduce extra or unusual hazards to the safety of life include, but are not limited to: an inherently hazardous competition, the customary presence of commercial or pleasure craft in the area, any obstruction of navigable channels which may reasonably be expected to result, and the expected accumulation of spectator craft.

b. Where such events are to be held regularly or repeatedly in a single area by an individual or organization, the Commandant or the district commander may, subject to conditions set forth from time to time, grant a permit for such a series of events for a fixed period of time, not to exceed one year.

c. The application shall be submitted no less than thirty days prior to the start of the proposed event.

3-C-5-d. A section of a chart or scale drawing showing the boundaries of the event, various water courses or areas to be utilized by participants, officals, and spectator craft, will accompany the application.

e. An event for which application is required shall be held only after the approval of such an event by the district commander, except that the applications referred to a state shall be governed by the laws of that state.

6. Instructions to Auxiliary Patrol Commanders

a. Auxiliary patrol commanders are designated for a specific marine event. Copies of the sponsor's application, the district commander's permit and other applicable material are usually provided to the designated patrol commander.

b. Auxiliary patrol commanders should contact the race committee prior to the event and arrange for such meetings and/or conferences considered necessary. They should insure that the sponsor understands the conditions set forth for this event, and emphasize that patrols can be withdrawn from the event due to any sponsor's loss of control over participants or spectators, negligence of permit stipulations, or if any dangerous condition should develop. It should be made clear that the sponsor is completely responsible for the conduct of the event, including the placing and retrieving of all

3-C-6-b (cont'd) course markers, the removal of all obstructions or menaces to navigation, and the cancellation of the event when prudent to do so. Auxiliary patrol commanders should:

(1) Before proceeding on patrol, become familiar with existing and forecasted weather, including wind, and sea conditions, temperature extremes, and condition of the tides and currents as applicable to the event. They should find out what emergency medical and first aid and transportation facilities will be available in case of injuries in the regatta area.

(2) Instruct patrol craft to carry out their missions with firmness, diplomacy and tact. The magic of the words "please" and "thank you" accompanying requests cannot be overemphasized.

(3). See that patrol craft display the proper identification.

(4) Supervise circuit discipline on all radio channels used by the patrol.

c. Limited authority for this event does not include law enforcement powers. Auxiliary patrol commanders should not misrepresent themselves in this respect.

d. Upon completion of the event, submit a complete letter report to the director, containing the following:

3-C-6-d-(1) number of vessels participating;

(2) estimated number of spectator craft;

(3) summary of vessel casualties and personal injuries;

(4) an opinion on whether a patrol was necessary and should be furnished if the event is held again;

(5) comments on the adequacy of the patrol;

(6) recommendations for future improvements.

CHAPTER 4 ADMINISTRATION

A. ASSISTANCE

1. Private Citizen

a. The Federal Boat Safety Act (FBSA) of 1971 requires the operator of a vessel involved in a collision, accident, or other casualty, to render assistance to those persons involved in a mishap, to the extent that it can be done without serious danger to the operator's vessel.

b. The FBSA further provides that any person who renders assistance as required above, or who gratuitously and in good faith renders assistance at the scene of a vessel collision, accident, or other casualty, without objection of any person assisted, shall not be held liable for any civil damages as a result of the salvage, towage, medical treatment, or other assistance where the assisting person acts as an ordinary, reasonably prudent person would have acted under the same, or similar, circumstances.

2. Auxiliary

a. All Auxiliarists possessing information concerning an actual or potential distress, whether the distress is within or beyond their capacity, should advise the nearest Coast Guard unit (group office, light station, rescue coordination center, etc.) without delay, using the most

4-A-2-a (cont'd) expeditious means. The following check list is provided for this purpose:

(1) Give your name, identify yourself as a member of the Auxiliary, and give instructions on how you can be reached at your present location (or radio call if reporting from a vessel afloat).

(2) If informed by another person (policeman, civilian, etc.), give data as to who provided the information with their phone number or radio call sign as appropriate.

(3) Describe the facts of the distress situation. If it is a vessel, after giving position and a brief summary of the distress, give the number of persons on board and a summary of their condition. Give the vessel description as follows:

--color of hull
--number of masts
--approximate length
--color of deck house
--type of boat
--boat number or name
--relate briefly what you know, have observed, or been told

(4) Advise what you, as an Auxiliarist, can do to remedy the situation:

--boat ready to go
--time to arrive on scene
--how long can you stay on scene
--do you have enough qualified Auxiliarists to handle the situation?

4-A-2-a-(5) If non-Auxiliary passengers are on board, the Coast Guard duty officer must be advised. You should use good judgment and not attempt an assist that will endanger the operator, crew, or facility.

(6) Be guided in any action by the duty officer's instructions. Upon evaluation, other units may be closer and more adaptable for the job, or it may be that a cutter is nearly on the scene. Whatever is required, plan, if possible, to remain on the job until released.

b. The decision to issue orders to Auxiliary facilities for SAR activity will be predicated upon the genuine need for such Auxiliary involvement and the capabilities of the Auxiliary facilities to cope successfully with the situation. Any action taken by a member of the Auxiliary in response to a distress case (prior to receipt of written or verbal orders from the Coast Guard) is taken as a private citizen of the United States acting as a private boater and not as a member of the Auxiliary.

c. Auxiliary assistance involving SAR incidents in foreign waters generally should not be undertaken without official orders granting specific authority for foreign operations. Action necessary to prevent imminent loss of life may be taken without prior approval. However, such action must be reported immediately by the most expeditious means available.

4-B. ASSIGNED DUTIES

1. Background

a. Formal written Coast Guard orders are issued to members of the Auxiliary before conducting an operational activity for two purposes. Initially, the orders are issued to secure specific actions as specifed on the patrol order form (CG-5132). A secondary but equally important use in the case of category two and three orders, is to provide a reasonable measure of financial protection to the members of the Auxiliary. Written orders issued by the competent Coast Guard authority to a member of the Auxiliary constitute assignment to a specific Coast Guard duty and should be predicated upon genuine and proper needs, and the consideration of the voluntary and non-law enforcement character of the organization. Such assignment should not exceed the capabilities which can be reasonably expected from a volunteer or which are beyond the purely civil functions of the Auxiliary.

b. An Auxiliarist is not obligated to accept Coast Guard orders. However, once such orders have been accepted, if the Auxiliarist cannot carry out the ordered mission, notification must be made to the Coast Guard order issuing authority so that other arrangements can be made to carry out the patrol or mission.

c. Written orders must specify at least the following information:

4-B-1-c-(1) The name of the Auxiliarist responsible for the ordered mission.

(2) The identification of each operational facility used in the ordered mission.

(3) A brief description of the ordered mission including the category.

(4) The date and time that the ordered mission is to be conducted.

(5) The geographic location in which the ordered mission is to be conducted.

(6) The minimum number of qualified crew members (including the skipper of the facility) required on board during the ordered mission.

(7) Whether or not visitors, non-members, or trainees such as Sea Explorers or Naval Sea Cadets may be onboard during the ordered mission.

d. If the operational facility identified in the order does not belong to the listed skipper, the owner of the facility must have authorized in writing its use for the ordered mission.

2. Verbal Orders

In emergencies, where rapid action requirements preclude issuance of written orders before the fact, the competent Coast Guard authority may issue verbal orders, but should then follow up these orders with written

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4-B-2 (cont'd) confirmation at the earliest practical time. In emergencies such as these, the category of orders must be stipulated verbally. Depending upon both the availability of operating funds and the circumstances surrounding the incident, either category two or category three orders may be issued. In no case may actions predate the receipt of verbal orders.

3. Categories of Patrols

a. Category one patrols (improperly known as permissive orders in some areas and as voluntary patrols [VSP's] in others,) are seldom used anymore. Written orders are not normally issued for this category of activity. While no reimbursement is provided for expenses and no financial protection is provided, category one operational activities are official, and the requirements of 4-B-5 apply. When operating in this category without written orders, but as an organized Auxiliary unit performing a service for the community or sponsoring boating organization, the patrol or mission must be cleared with, and approved by, the director, or order issuing authority. This may not be delegated to a member of the Auxiliary. Due to the absolute lack of any financial protection, the use of category one patrol orders is discouraged in all but the most exceptional circumstances. Such a patrol or mission should not exceed the capability which can be reasonably expected from a volunteer, nor exceed the purely civil functions of the Auxiliary.

4-B-3-b. Category two patrols require that verbal or written orders be issued prior to undertaking the ordered mission. The orders will provide financial protection against facility damage and financial protection in case of damage to other property or personal liability. They do not provide for any reimbursement for expenses. Category two orders may be used whenever the activity has been assigned by competent Coast Guard authority. This category of patrol orders will normally be used where an Auxiliarist has indicated that there is no desire to be reimbursed for expenses, but that coverage is requested for damages caused by or incurred to the Auxiliary facility. Additionally, these orders may be used when normal operating funds are not available. Non-reimbursable patrol orders are appropriate for all of those activities for which category one or category three patrol orders have traditionally been issued. Some examples (but not an inclusive list) of these include Coast Guard approved training activities, patrols on sole state waters, chart updating and the like.

c. Category three patrols are those for which orders provide financial protection against facility damage and financial protection in case of damage to other property or personal liability. They also provide for reimbursement for certain expenses. Except for the additional feature of

4-B-3-c (cont'd) coverage for certain reimbursable expenses, all the features of category two orders above apply to category three orders including the types of ordered missions for which these orders may be issued.

4. Coast Guardsman Aboard A Facility

a. Unless the Coast Guard orders specifically designate that the Auxiliary facility shall be in charge of and commanded by Coast Guard personnel, the presence of a Coast Guard officer or petty officer on board the facility shall be for the purpose of exercising law enforcement powers or other special duties as have been specified by the commanding officer or the officer-in-charge. The Auxiliarist designated in the orders shall be in command of the facility, and as such the Auxiliarist has the sole responsibility for its safe and responsible operation.

b. In the execution of law enforcement duties it may become necessary for the Coast Guard personnel aboard the facility to request that the Auxiliarist take certain actions in the movement of the facility, such as to pursue, overtake, or come alongside another vessel. In complying with such directions, the Auxiliarist has the sole responsibility for the safety of the facility and crew. If the directed operation is not within the capability of the facility or, in the Auxiliarist's judgement, would hazard the facility, the directions may be declined.

4-B-4-c. During the time that a Coast Guard officer or petty officer is onboard a vessel facility which is under orders, the Coast Guard ensign shall be flown in lieu of the Auxiliary ensign and the Auxiliary signboards shall be displayed. The ensign shall not be displayed when the Coast Guard officer or petty officer is aboard soley for area familiarization, a social event and the like.

d. The Coast Guard officer or petty officer does not have the authority to take over command of the facility or compel the Auxiliarist to comply with any requests.

5. Conduct While on Patrol

a. All Auxiliarists aboard a facility on an ordered mission shall:

(1) Be a member (other than one in an inactive or permanent category) in the uniform prescribed by the district commander.

(2) Meet all of the additional qualifications which have been specified by the district commander.

(3) Comply with the Coast Guard Regulations Manual (COMDTINST M5000.3) which requires that personal flotation devices (PFD's) be worn in boats on all occasions unless their removal is authorized by the Coast Guard person in charge. In areas where the Coast Guard is not available or is not directly involved with an ordered mission, personnel on board are

4-B-5-a-(3) (cont'd) strongly encouraged to wear PFD's at all times, and all personnel on board must wear PFD's when providing assistance.

(4) Not use, or be incapacitated because of the use of alcohol or drugs (including those medically prescribed), or allow their use on the facility during the ordered mission.

(5) Not have any personal law enforcement powers, and shall not imply to the boating public that they have such powers.

(6) Not issue any courtesy marine examination (CME) decals during the conduct of the official patrol.

b. All facilities used on official activities shall:

(1) Have a current Characteristics Report on file with the director.

(2) Have been inspected and display a current facility decal and operational wreath.

(3) Properly display the National Ensign, the Auxiliary Ensign, and/or officer's pennant and patrol signs.

(4) At the time of departure for the activity, have on board all equipment and publications required for designation as an operational facility.

4-b-5-b-(5) Not display additional lights, sirens, flags, or markings which are normally associated with law enforcement units or which are in conflict with the provisions found in the Rules of the Road.

(6) Comply with all additional requirements as may be specified, orally or in writing, by Coast Guard operational commanders.

C. ENTITLEMENTS

1. Compensation

No compensation for personal services of Auxiliarists is authorized. However, regulations do provide for the reimbursement of members for certain expenses incident to the operation of a facility under category three orders. If authorized, reimbursement may be made for actual necessary expenses of operation, including payment for fuel, oil, subsistence, and ice; chargeable against the district accounting data. When trailering, vehicle gas, bridge tolls, ramp and/or hoist fees, and park entrance fees are also reimbursable. Any single expenditure for fuel or any single individual expense in excess of $50.00, must be substantiated by paid, receipted bills, dated and signed by the vendor.

2. Reimbursement

The Coast Guard Auxiliary patrol order form, CG-5132, is used to issue orders to Auxiliarists for various operational activities such as Coast Guard approved

4-C-2 (cont'd) training, for logistics or personnel transportation, SAR, etc. This form will also be used to submit claims for the reimbursement for authorized out-of-pocket expenses while on these assigned missions. Reimbursement for damage claims will be handled by separate procedure.

3. Contributions

Occasionally, a monetary contribution is insistently offered by a person who has been assisted. Every reasonable effort must be made to refuse such a contribution. When this cannot be done without causing embarrassment to the Auxiliary or the contributor, monetary contributions may be accepted. The contribution should be in the form of a check made payable to the district Auxiliary organization. The contribution must be forwarded to the district staff officer for finance (DSO-FN), with an appropriate cover letter reporting the circumstances of the contribution. Copies of the cover letter shall be sent to the flotilla commander, division captain, district commodore, and to the director. Contributions of real property or material will not be accepted without the specific prior approval of the director. Any contribution received shall only be used for activities in the public education, vessel examination or operations program areas.

D. CLAIMS

1. Loss or Damage to a Facility

A claim for reimbursement may be for damage to, or loss of, a facility or

4-D-1 (cont'd) associated equipment during the period when a facility is operating within the authority of category two or three orders, subject to the following policies:

a. Operational requirements make the trailering of small boats necessary in order to effectively discharge the assigned Coast Guard duties. For this reason the trailer of a trailered facility is equipment for which a claim may be made.

b. In some cases, Auxiliarists are issued orders to cover events which last for several days. If, during such a period, the facility is damaged while it is being used for personal reasons (such as overnight quarters), the government will not authorize payment of a claim.

c. Under the provisions of the Coast Guard Claims Manual, (COMDTINST M5890.7), the Coast Guard can not reimburse a member of the Auxiliary for loss of, or damage to, a facility, resulting from gross negligence of the Auxiliarist.

d. The Coast Guard desires that damaged facilities be returned to operating condition as soon as possible. Accordingly, those Auxiliary facilities which were damaged while in the execution of category two or three orders and which are qualified for Coast Guard funded repairs will normally be repaired by a commercial concern. However, repairs for which government reimbursement is sought shall not be undertaken until after

4-D-1-d (cont'd) the order issuing authority (the group commander or director) has been notified and a Coast Guard investigator or designee has inspected the damage. Emergency repairs to safeguard a vessel from further damage may be effected without prior notification. Notification that this has been done must be provided to the cognizant director of Auxiliary or order issuing authority as soon as possible in such cases.

e. When a facility suffers damage to its hull, machinery, or equipment, the circumstances surrounding this loss must be documented. The district commander, or designee, will inquire into the facts of the situation. This investigation may be waived if, after completion of the preliminary inquiry, it is determined that:

(1) Damage is such as would normally be expected for the type of operation;

(2) Expense is less than $750;

(3) Coast Guard responsibility is clear;

(4) There is no third party involvement; and,

(5) There is no evidence of negligence on the part of the owner or operator and routine, required maintenance has been properly performed in a timely manner.

4-D-1-f. In each case, a determination must be made that the Auxiliarist had been assigned to specific Coast Guard duty by competent Coast Guard authority; had executed the appropriate Facility Characteristics Report, and same was on file with the director; the facility had been currently inspected and offered for use on the appropriate Facility Inspection and Offer of Use Report, and the facility had been operated within the scope of the ordered mission.

g. In support of a claim for facility damage which has been, or can be, economically repaired, the claimant should submit itemized and signed estimates from at least two reliable, disinterested concerns. If there is a reasonable expense associated with obtaining the estimate, it may be included as part of the claim. Itemized signed receipts must be submitted evidencing payment when finally authorized by competent Coast Guard authority. Depreciation or, when applicable, appreciation, will be considered in the adjustment of claims. Therefore, in cases of total loss or damage to a facility or property, proof of purchase and, if applicable, any proof of appreciated value and/or salvage value may be required.

h. The district commander may approve claims not in excess of $25,000.

4-D-1-i. All claims in excess of $25,000 must be referred to Commandant (G-LCL) (copy to Commandant [G-BAU]) with supporting documents via the district commander.

j. All cases in which the district commander makes the determination that the claim would not be payable due to (1) or (2) below are to be forwarded to the Commandant (G-LCL) for settlement with a copy to Commandant (G-BAU).

(1) A claim for damage to, or loss of, that equipment which it was not reasonable for the claimant to possess given the duties assigned.

(2) A claim resulting wholly or partly from the gross negligence or willful misconduct of the claimant.

k. When making a claim, the Auxiliarist must complete and attach the following certification:

> The damages or loss for which reimbursement is claimed was occasioned by reason of the use of (the name and number of facility) Coast Guard Auxiliary, during period _________ to __________ by the Coast Guard. Fair market value of the facility or equipment is $_________, as indicated on Form CG-2746.

____________________ ______
(Signature of Owner) (Date)

4-D-2. Personal Injury or Death of an Auxiliarist

a. Section 832 of title 14, U.S. Code, provides that "when any member of the Auxiliary is physically injured or dies as a result of physical injury incurred while performing any specific duty to which he has been assigned by competent Coast Guard authority, such member or his beneficiary shall be entitled to the same benefits provided for temporary members of the Reserve who suffer physical injury or death resulting from physical injury incurred incident to service. Members of the Auxiliary who incur physical injury or contract sickness or disease while performing any specific duty to which they have been assigned by competent Coast Guard authority shall be entitled to the same hospital treatment afforded officers and enlisted men of the Coast Guard."

b. The reference to temporary members of the Reserve was amended in 1982 to provide entitlement to the same benefits accorded to civil service employees, grade GS-9, step one.

c. The Coast Guard has to make certification of entitlement; however, rate of compensation, rehabilitation and duration of these benefits is established by the Department of Labor (Office of Workers' Compensation), and requests for modification of the type, amount, and duration of benefits must be made to them by the beneficiary.

4-D-3. Claims for Damages Occasioned by Auxiliary Facilities

Section 646 of title 14, U.S. Code, provides that "The Secretary (of the Department to which the Coast Guard is assigned) may consider, ascertain, adjust, determine, compromise, or settle, and pay an admiralty claim for damage caused by a vessel in the Coast Guard service... or damage caused by a maritime tort committed by an agent of the Department in which the Coast Guard is operating..."

4. Claim Procedures

a. Auxiliarists shall, as soon as practicable, make a report to the order-issuing authority, by the most rapid means available, the loss or damage sustained by the Auxiliary facility operating within the scope of Coast Guard orders. After initial notification, all claims shall be presented in writing within 6 months after the damage occurs, unless good cause is shown for the delay. Small claims ($750 or less) may be filed either as an endorsement to an Auxiliarist's original orders or by letter to the director of Auxiliary. (Large claims will not be accepted in endorsement format.) Since filing a claim with the orders may hold up payment of the other reimbursable expenses, it is recommended that a claim be filed by letter.

b. District commanders are encouraged to adopt the format below in order to standardize claims procedures.

4-E. SAMPLE DAMAGE CLAIM

1. Claims for loss or damage to a facility must be submitted, in writing, within 6 months after the incident. The following format has been developed to standardize claims procedures and to insure that all appropriate information is submitted.

Facility name____________________________
Owned by_________________________________
Auxilary member number________________

a. Claim is hereby presented for loss or damage in the amount of $(total amount claimed) to subject facility as a result of operation in execution of Auxiliary Operation Authorization Order (number) issued by (Order Issuing Authority) on (date order issued) the original of which is attached.

b. The loss or damage occurred at (time and date). The loss or damage was reported to the order issuing authority at (time and date), (explain in detail any variance from the "as soon as practicable" requirement) and by telephone on the first working day after the incident to the director of Auxiliary. A physical inspection of the damage was conducted by ________________________on ________.

c. Two itemized, signed estimates of damage in the amount of $__________ and $__________ are attached. If loss of the facility is claimed or if the estimated cost of repair may exceed

4-E-1-c (cont'd) the fair market value of the facility before damage (less salvage value), copies of the original sales documents and proof of salvage value are attached.

d. A signed, paid receipt showing completion of repair is attached, or such a receipt will be provided upon approval of claim and prior to payment.

e. A claim (has) (has not) been filed with my insurer. My insurer has paid the following amount $_________ and/or proposed to take the following action: ________________________________
____

f. If, after the date of this claim, proceeds of insurance are received from my insurer as a result of any damage claimed herein, I agree to promptly notify the Coast Guard district legal officer.

g. I further agree that such amount may be deducted from my claim or, if my claim has been settled and paid by the Government, I agree to pay immediately to the United States such proceeds, or such parts thereof as may be due, provided such recovery is in excess of the amount deducted by the United States due to insurance coverage.

4-E-1-h. The following FACTUAL DATA is offered in substantiation of subject claim:

(1) The exact position of the incident (degrees and distance from known point, light, etc., or exact latitude and longitude, if known)
(2) Date of incident
(3) Time (am/pm)
(4) Course (true)
(5) Speed (knots)
(6) Time of last course change
(7) Course (true) and speed (knots) prior to last course change
(8) Weather conditions (clear, partly cloudy, overcast, rain, fog, other - describe)
(9) Seas (feet, from degrees true)
(10) Wind (knots, from degrees true)
(11) Visibility (miles)
(12) Time of high tide
(13) To the best of my knowledge, storm warnings were/were not in effect.

i. Other vehicles, vessels, persons, or property not on board the facility were or were not involved in the incident. (If other parties involved, include names of vessels, type and ownership of property involved, names and addresses of parties.)

j. The following is a list of crew members and witnesses present at the

4-E-1-j (cont'd) time damage or loss occurred, their addresses and Auxiliary member numbers.

____

____

____

k. Names/numbers of other persons/units on scene:

____

____

l. The following is a detailed description of the incident; (include all action taken by the facility skipper and/or crew members before, during, and after the incident resulting in the damage. Also indicate action taken by any other units involved. DETAIL IS ESSENTIAL. Attach additional pages as necessary.)

m. The following is a detailed description of the damage incurred, probable cause, and relation of damage to the ordered mission. (Attach an additional page as needed.)

n. Attached is a chartlet/portion of chart no. __________/or sketch showing the relative positions of the facility, identifiable landmarks, aids to navigation, and other vessels on scene.

4-E-1-o. I hereby certify that the loss or damage for which reimbursement is claimed was occasioned by the use of the (name and number of facility), U.S. Coast Guard Auxiliary, during period (time and date) to (time and date), by the U.S. Coast Guard. Fair market value of the facility or equipment is $__________, as indicated on form CG-2746, Characteristics Report.

p. I make this claim with full knowledge of the penalties involved for willfully making a false claim. (Title 18 U.S. Code Section 287 provides for a maximum fine of $10,000 or imprisonment for 5 years or both).

Signature of Owner   Date

4-F. SAMPLE ENDORSEMENT TO BE USED BY PERSONS MAKING PRELIMINARY INQUIRY

ENDORSEMENT:

From: ____________________________________

To: Commander, ____Coast Guard District (f)

Via: (1) (ba)
(2) (d1)

1. In connection with subject claim received by (insert the command if it differs from the "From:" line), the following items apply:

a. At the time the loss or damage was sustained,the facility was being operated within the scope of the official Coast Guard Auxiliary patrol authorization (order number). YES __ NO __ N/A__

b. A physical inspection of the damage was conducted by ________ on ________ and a copy of the results is attached. YES __NO __ N/A __

c. Two itemized signed estimates and, if necessary, copies of original sales documents and proof of salvage, are attached. YES __ NO __ N/A __

2. The following circled items concerning necessity of an investigation apply:

4-F-2-a. The damage is such as would normally be expected for this type of operation. YES __ NO __ N/A __

b. Claim is for less than $750.00. YES __ NO __ N/A __

c. Coast Guard responsibility is clear and there is no third party involvement. YES __ NO __ N/A __

d. There is evidence of negligence on the part of the Auxiliary owner/operator. YES __ NO __ N/A __

e. In accordance with the Auxiliary Operations Policy Manual, an investigation of this claim is attached/waived.

3. I recommended that the portion of the claim extending to travel, subsistence, and routine operational expenses be approved/ approved in part/denied (attach statement).

4. I recommend that the portion of the claim extending to loss or damage be approved/approved in part/denied (attach statement).

Signature and Title

4-G. SAMPLE ENDORSEMENT TO BE USED BY DIRECTOR OF AUXILIARY

ENDORSEMENT:

From: Commander,__ Coast Guard District (ba)

To: Commander, __Coast Guard District (dl)

Claim for loss or damage to U.S. Coast Guard Facility owned by ______________ which occurred on ____________________.

1. The original orders, first and second endorsements thereto, and claims file concerning the above referenced claim are forwarded for your action.

2. The following items concerning the facility apply:

   a. A Facility Characteristics Report, CG-2746 has been executed and is on file in this office. YES __ NO __

   b. A Facility Inspection and Offer of Use Report, CG-2736 has been submitted, accepted, and is on file in this office, and the facility had been currently inspected on the date involved. YES __ NO __

3. I concur in the recommendation of (the group commander), except as follows:

4. Comments:

signature of the director of Auxiliary

CHAPTER 5 COMMUNICATIONS

A. AUXILIARY COMMUNICATIONS SYSTEM

1. Definitions

a. The Auxiliary communications system shall consist of those Auxiliary fixed land or land mobile radio stations which have been designated as operational radio facilities, and of those operational boats and aircraft that are radio equipped.

b. A fixed land radio station facility is that which is permanently operated from a fixed location (home, garage, office, etc.). It may or may not have direction finding (DF) capabilities. Equipment in this category shall not be accounted for in any other category.

c. A land mobile radio station facility is that which is installed and operated in a vehicle other than a boat or aircraft and which is capable of independent mobile operations. It may or may not have direction finding capabilities. Equipment in this category shall not be accounted for in any other category.

d. Radio equipped boats and aircraft are those boat and aircraft facilities that are equipped to operate on designated Coast Guard frequencies. These radios may or may not be equipped with direction finding (DF) capabilities. Radios in this category are not facilities in themselves, but are simply functional equipment installed on board the facility;

5-A-1-d (cont'd) therefore, radio equipment in this category shall not be accounted for in any other category.

e. VHF-FM direction finding units are defined as those where a passive direction finding capability exists physically separate and independent of any other facility and where land line or other non-marine communications are available. While not eligible for credit as facilities, they are an integral part of the system and their use is encouraged. Credit for this within the AUXMIS system will usually be accounted for under the category of operational support mission when the mission has been requested, authorized or assigned by competent Coast Guard authority. DF units may not be used as a basis for facility membership.

f. Portable radios are defined as those which are hand carried and customarily operated by means of a self-contained power source. While not credited as facilities, these are valuable adjuncts to the operations program and their supplementary use is encourged as desired. They may be used either while ashore or aboard a facility displaying a current facility decal. They may not be used as the basis for facility membership.

2. Purpose

The primary purposes of the Auxiliary communications system are listed in order below:

5-A-2-a. To provide an efficient means of coordinating authorized Auxiliary activities in support of Coast Guard operations.

b. To augment the U. S. Coast Guard communications system when required.

c. To provide a means of communicating urgent matters of official Auxiliary business which can not be better handled by other means.

3. Control

a. Responsibility for control of the Coast Guard Auxiliary communications system, including such activities as training and drills, is vested with the district commander. Operational Auxiliary facilities may use certain frequencies authorized by the district commander for specific communication purposes in conjuction with any authorized activity of the Auxiliary such as regattas, coordinated CME efforts, patrols, drills, training and administration.

b. U. S. Coast Guard and Auxiliary communications plans should include frequency assignments and Auxiliary call signs or they should reference publications where such data are listed.

c. All operations on U. S. Coast Guard frequencies by Auxiliarists must be conducted in accordance with current instructions concerning procedure and circuit discipline. These instructions

5-A-3-c (cont'd) must be strictly adhered to in order to eliminate unnecessary interference and protect the Coast Guard's priority rights on those frequencies which have been assigned for its use.

d. Each district or region is encouraged to conduct a practice drill once each quarter for familiarization purposes. These drills should be conducted in accordance with the guidelines issued by the chief of the district telecommunications branch.

e. District commanders may permit the use of the Federal Telecommunications System (FTS) and local Coast Guard landline voice and teletype systems for relay of official Auxiliary administrative messages.

B. RADIO FACILITIES

1. Government Station

a. Any radio station, while assigned to authorized Coast Guard duty, shall be deemed to be a radio station of the Coast Guard and a "government station" within the meaning of 47 U.S.C. Chapter 5.

b. To operate as a government station, fixed land and land mobile radio stations must be operational radio facilities. A radio facility is composed of an owner/operator and certain inspected radio equipment. Both the operator and the equipment must meet certain Auxiliary required

5-B-1-b (cont'd) specifications and requirements before the combination is designated as an operational radio facility. Auxiliary operational radio facilities may be operated on government frequencies only by, or under the direct supervision of, Auxiliarists who meet the owner and operator requirements set forth in subparagraph 5-B-3. Compliance with regulations and procedures is the ultimate responsibility of the Auxiliary owner of the facility.

c. When placed under orders, radio equipped boats and aircraft are "vessels" of the United States and are authorized to operate on assigned government frequencies. While not currently a requirement, it is strongly recommended that all vessel facilities be VHF-FM equipped.

d. Auxiliarists who operate radios on vessels and aircraft must have had communications training. Boat crew and air crew qualification courses along with on-the-job training are acceptable. However, the requirements in paragraph 5-B-3 are recommended and preferred. These facilities must be capable of operating on the following VHF-FM marine channels:

(1) channel 6 156.300MHz
(2) channel 16 156.800 MHz
(3) channel 22A 157.100 MHz
(4) group/district working channel

e. Auxiliarists in inland areas or in areas which operate outside the control of Coast Guard communication nets may continue to utilize channel

5-B-1-e (cont'd) 83A as a working frequency unless specifically disallowed by the order issuing authority.

f. Additional frequencies listed in paragraph 5-D-4 are available when a genuine need exists for an increased communication capability.

2. FCC License

When Auxiliary operational facilities are on ordered missions and are operating on government frequencies, FCC licenses are not required. Whenever the radio equipment is used on "non-government" frequencies for private purposes, then the appropriate FCC license is required.

3. Owner/Operator

In order for an Auxiliarist to operate fixed land and land mobile radios on Coast Guard or other designated frequencies in the conduct of official Auxiliary or Coast Guard business, the owner/operator is required to pass the USCG Auxiliary communications specialty course and any additional training course(s) established by the district commander.

4. Equipment

In order for a fixed land or land mobile radio station to qualify for operational radio facility status, it must:

a. be owned (at least 25%) by a member (other than one in an inactive or permanent category) in good standing. While useful as support units, CB radio equipment and portable VHF

5-B-4-a (cont'd) (handheld) marine radios cannot be used as a basis for facility membership and/or operational radio facility status.

b. be inspected for initial acceptance (and annually thereafter) by a district, division, or flotilla communications staff officer who has not only successfully completed the exam for the communications specialty course but has also met any additional district requirements. Certification of inspection will be made on form CG-2736A.

c. be capable of working on channels 6, 16, 22A, and the group or district working frequency.

d. be FCC type accepted equipment.

e. be accepted as an operational radio facility by the director of Auxiliary.

C. RADIO CALLS

1. Authorization

a. Operational facilities are authorized to use Auxiliary radio call signs when:

(1) Conducting SAR or emergency communications on the distress and calling frequencies - 2182 KHz or channel 16 (156.800 MHz).

(2) Conducting SAR or emergency operations on other frequencies, including CB, while on ordered missions.

5-C-1-a-(3) Conducting official Coast Guard business on appropriate district command and control frequencies while on an ordered mission, or when conducting official Coast Guard or Auxiliary business on those U. S. government frequencies designated for Auxiliary use whether or not on official orders.

b. Auxiliary radio calls shall not be used at any time on marine public correspondence channels (marine operator).

2. Designations

The following voice radio calls are to be used:

a. Auxiliary fixed land stations co-located with a Coast Guard radio facility: "(Coast Guard unit name) Auxiliary radio".

EXAMPLE: "Coast Guard Miami Auxiliary Radio."

b. Auxiliary fixed land station: "Coast Guard Auxiliary (name of geographical location of station) radio."

EXAMPLE: "Coast Guard Auxiliary Lake Powell Radio."

The name of an existing Coast Guard radio equipped unit may not be used as only units which are co-located may use the name of an existing Coast Guard radio equipped unit. If two or more fixed land stations exist within

5-C-2-b (cont'd) the same geographical area, the subdivision, street or other local area name should be used.

c. Auxiliary land mobile station: "Coast Guard Auxiliary (flotilla geographical name from charter) land mobile number ______" or a district approved land mobile numbering system such as "U. S. Coast Guard Auxiliary land mobile 1353." Here 13 would be the division number, 5 the flotilla number, and 3 the number of the unit in the flotilla. The name of an existing Coast Guard radio equipped unit cannot be used.

d. Auxiliary aircraft facility: "Coast Guard Auxiliary aircraft (aircraft identification number)."

e. Auxiliary operational vessel facilities shall use a numbering system such as that detailed below, except in districts which elect to employ the vessel's name (provided it is neither offensive nor misleading) in lieu of the boat numbering system.

(1) The radio call sign will be constructed as follows:

(a) The first two digits will be the vessel's length in feet.

(b) The third digit is derived from the vessel's propulsion as follows:

Outboard	1
Inboard/Outboard	2
Inboard	3
Sail Only	4

5-C-2-e-(1)-(c) The fourth, fifth, and sixth digits will be assigned to the vessels in sequence. If the numerical sequence should exceed 999, a new sequence shall be started with the letter "A" as the suffix.

(2) Thus, an 18 foot vessel with an outboard engine, assigned sequential number 050 becomes Coast Guard Auxiliary vessel 181050. This number then becomes that vessel's call sign whenever it is on an ordered mission.

(3) The Coast Guard station hearing these numbers will know the vessel is operational, the vessel's length and the type of propulsion.

(4) In the event one skipper has two operational vessels, the last three digits will be the same for both vessels.

f. Portable handheld tranceivers use the call from a. through e. above as appropriate plus "Portable number ___."

g. Once communications have been established, the abbreviated call may be used.

Example: Full call for "Coast Guard Auxiliary North Dallas Radio" could be abbreviated (short call) to "North Dallas Radio." Similarly "Coast Guard Auxiliary vessel 222530" could be abbreviated to "530."

5-D. ADMINISTRATION

1. Coast Guard

a. The director of Auxiliary shall, under the guidelines established by the district telecommunications branch chief:

(1) coordinate general supervision over Auxiliary communications.

(2) approve fixed land or land mobile radio station owners for membership in the Auxiliary as a facility owner.

(3) accept or reject facilities applying for a designation as an operational radio facility.

(4) approve communications drill schedules.

(5) encourage development of the Auxiliary communications system in order to achieve the maximum level of effectiveness.

b. The district telecommunications branch chief shall coordinate with the director of Auxiliary where the use or distribution of Coast Guard supplied radio equipment is involved.

2. Identification

a. In order to provide administrative accountability of operational radio facilities, an identification system of letter - letter - number - number - letter - letter shall be assigned by

5-D-2-a (cont'd) the director of Auxiliary at the time of initial acceptance of the facility and will be entered on form CG-2736A.

b. The following system shall be used:

(1) Fixed land radio station NF(district)AA through ZZ.

(2) Land mobile radio station NM(district)AA through ZZ.

Examples: The first land mobile radio facility in the 13th district would be NM13AA. The third fixed land radio facility in the 13th would NF13AC. Strict sequential use of the suffix letters is not required.

c. This identification system is for administrative purposes only and SHALL NOT be used for voice call signs. Only those voice call signs described in paragraph 5-C-2 are authorized for use on Auxiliary frequencies.

3. Decal Display

Operational facility decals and wreaths for fixed land radio station facilities may be displayed on the equipment or in the vicinity of the operator position at the discretion of the owner/operator. In no case shall the decal or wreath be displayed on the exterior of the building in which the communications equipment is housed. The decal and wreath for a land mobile radio station facility may be displayed either on the equipment or on a firm backing

5-D-3 (cont'd) which may be attached to the vehicle's sun visor and which can be raised or lowered depending on the status of the facility. In no case shall the decal be permanently affixed to bumpers, windows, or other exterior areas of a vehicle or trailer.

4. Frequencies

   a. The frequencies listed below are authorized for official use by the Auxiliary. The telecommunications branch chief for each district will determine which frequencies are to be used within that district.

FREQUENCY	MODE	POWER
VHF-FM Coast Guard Working Frequency		
Channel 21A (157.050)	FM	25W
Channel 23A (157.150)	FM	25W
Channel 81A (157.075)	FM	25W
Channel 83A (157.175)	FM	25W
HF-AM/DSB C. G. Auxiliary Working Frequency		
27.980 MHz (authorized for hand held portable use only in areas where authorized by the Comdt)	AM	5W
Coast Guard Liaison/Working Frequency		
Channel 22A (157.100 MHz)	FM	25W
2670 KHz	SSB	100W

5-D-4-a (cont'd)

FREQUENCY	MODE	POWER
Distress, Safety, Calling Frequencies		
Channel 16 (156.800 MHz)	FM	25W
2182 KHz	SSB	100W
2-4 kHz District Working Frequency		
2231.4 KHz	SSB	100W
2230 KHz (CGD8 only)	SSB	100W
Coast Guard Aeronautical Working Frequency		
122.900 MHz	AM	10W
123.100 MHz	AM	10W
Coast Guard Auxiliary Non-Marine Working		
143.280 MHz	AM/FM	25W
Channel 9 CB (see 5-F-2.b.)	AM/SSB	5W

b. Channel 16 is required for all radio equipped vessels and aircraft using a VHF-FM radio. Utilization of this frequency by all other radio facilities shall be restricted to emergency, search and rescue, and essential operational calls. Channel 22A (157.190 MHz) is the government to non-government liaison frequency.

5-D-4-c. In inland areas beyond the range of established Coast Guard VHF nets, the government frequency of 27.980 MHz may be made available for Auxiliary use. The district commander should recommend to the COMMANDANT (G-TTM) the specific geographic areas for 27.980 MHz use.

d. The director of Auxiliary, in conjunction with the district chief of the telecommunications branch, may authorize the Auxiliary operational facilities to use secondary Coast Guard working frequencies on a sole use or shared basis. Additionally, the director may authorize the use of another Coast Guard working frequency for the sole use of the Auxiliary in that area.

e. Procedures for periodic monitoring of frequencies allocated for Auxiliary use have been established by district commanders to insure compliance with official Coast Guard procedures. Where practical, the use of radio monitoring facilities operated by Auxiliary personnel under general Coast Guard supervision is recommended to reduce the workload on regular Coast Guard communications personnel.

f. The director of Auxiliary will co-ordinate with the chief of the telecommunications branch the use of the VHF-FM aeronautical frequencies 123.100 MHz for SAR operations, and 122.900 MHz for SAR training with Auxiliary facilities.

5-D-5. Inspection

a. Form CG-2736A, The "Auxiliary Radio Equipped Facility Inspection and Offer of Use" form shall be executed annually prior to the deadline date of the district. The inspection shall be reported on form CG-2736A to the director of Auxiliary. In the case of fixed land or land mobile radio stations, all facilities accepted by the director must be "operational" since there are no additional requirements which distinguish an operational unit from one which is non-operational. If the equipment and owner/operator meet the established requirements for designation as a radio facility, the director shall issue the appropriate facility decal and operational wreath.

b. The initial inspection of the communications equipment on vessels or radio equipped aircraft will be executed on Form CG-2736A. This report may be completed by a qualified district, division, or flotilla staff officer for communications and then forwarded to the district. Acceptance as radio facility is not authorized since acceptance of the vessel or aircraft facility precludes acceptance as a radio facility. Therefore, section V is simply certification that the completed information is correct. Subsequent annual inspections shall be performed by the appropriate vessel or aircraft inspector and noted on the appropriate vessel or aircraft report; further use of the CG-2736A is not required. The district commodore

5-D-5-b (cont'd) shall ensure that all facilities are inspected annually, prior to the district deadline.

c. The owner of inspected radio equipment is solely responsible for the proper and timely maintenance of the equipment. While not a mandatory requirement, annual frequency checks and technical inspections by an appropriately licensed FCC or military electronics technician are encouraged to assure that specific transmitter standards are maintained.

d. When a need exists, district commanders may loan government owned communications equipment to members of the Auxiliary for temporary use. All loaned equipment and accountable materials issued for use shall be accounted for by custody receipts. The district commander shall insure that personnel who are entrusted with this equipment are qualified as described in section 5-B-3. The use of an Auxiliary member's privately owned radio equipment is preferable to the loan of Coast Guard equipment. There may be occasions when the member's equipment may not be adequate, or official operations are better served by augmentation of government equipment. When government equipment is issued, it may be used only for transacting official U. S. Coast Guard or Coast Guard Auxiliary business.

E. BRIDGE TO BRIDGE RADIOTELEPHONE

1. Coast Guard Auxiliary vessels 26 feet and greater in length but under 300 gross

5-E-1 (cont'd) tons, when operating under orders and towing under search and rescue conditions, are not considered to be towing vessels under 33 U.S.C. 1202(3). Consequently, the Auxiliary vessel is not required to participate in the bridge to bridge radiotelephone system. However, when towing they are encouraged to utilize channel 13 for the exchange of information and to monitor it for safety information whenever possible.

2. Vessels less than 26 feet in length do not fall under the provisions of the act.

F. CITIZENS RADIO SERVICE (CB)

1. Background

In order to enhance maritime safety, the Coast Guard has participated, to a limited extent, in the use of CB radio by equipping search and rescue stations with such equipment. No special antennas or remoting equipment has been installed; only FCC type accepted equipment and simple antennas are used. Monitoring of CB is on a secondary, not-to-interfere basis, with the primary voice guard on VHF-FM and 2182 KHz. Since no plans exist to equip other than Coast Guard SAR stations with CB, the coverage is limited to the capability of the installed nets. There will be no attempt to obtain coverage as complete as there is with the VHF-FM system. Assuming that existing SAR stations are in close proximity to the most heavily used waterways, these CB installations provide an additional degree of safety to some, but not all, of the large number of CB-equipped boats by allowing them to contact the Coast Guard directly.

5-F-2. Policy

Auxiliarists using CB equipment will use their Auxiliary call signs for emergencies and actual SAR traffic. This is the same policy applied within the Coast Guard. Proper radio telephone procedures will be adhered to when using CB for such emergency and distress communications. The use of a "10" code and CB slang is prohibited.

a. Auxiliary vessels voluntarily outfitted with CB equipment for their own use may communicate via this mode to a boat in distress, and may use their Auxiliary call sign if communications with the distressed unit is required and no other common mode of communications is available.

b. Although use of authorized marine frequencies is preferred, CB equipment may be used when it would appear that the mission assigned could be more expeditiously carried out by not shifting frequencies or by otherwise breaking communications with the unit in distress.

G. RADIO LOGS

1. Radio logs and formal message logs must be maintained on a current basis by the owner operator of a radio facility. Radio logs are required for all radio equipped facilities except:

a. vessels under 65 feet in length,

b. aircraft, and,

5-G-1-c. vehicles with land mobile radio facilities aboard.

d. The above described exceptions to the use of radio logs apply only when an Auxiliary facility is operating for a Coast Guard shore unit which is maintaining radio contact with the facility. All units not under the direct control of an established Coast Guard radio station must maintain a radio log. Vessel owners and aircraft operators using transmitters on FCC frequencies and/or when operating as private citizens must adhere to all FCC log keeping requirements.

2. Radio logs must be made available to cognizant authority upon request.

3. Radio logs must be maintained for six months except when distress traffic is recorded, in which case the retention period is three years.

H. FEDERAL COMMUNICATIONS COMMISSION

1. Jurisdiction

The FCC holds jurisdiction for the licensing of all non-government radio stations. Federal government radio stations are not licensed by the FCC. Operational radio facilities (fixed land or land mobile) and radio equipped boats and aircraft become government radio stations when operating on U. S. Coast Guard or Auxiliary frequencies on offical business. At all other times Auxiliary radio facilities operate as private, non-government radio stations under the jurisdiction of the FCC.

5-H-2. Policy

a. Correspondence from an Auxiliarist to the FCC which identifies the writer as a member of the Auxiliary, or the station as an Auxiliary component, places the FCC in a position of deciding matters over which it has no jurisdiction. When this occurs, license requests have been delayed and occasionally denied, and unnecessary correspondence between the FCC and Commandant (G-TPP) has then resulted. Accordingly, in all correspondence with the FCC, Auxiliarists shall refrain from making any statement on their license applications or other correspondence concerning Auxiliary affiliation or their intended use of the equipment for official government business.

b. The use of any words or letters signifying U. S. Coast Guard or Coast Guard Auxiliary affiliation in any application for new or renewal licenses, requests for waivers or correspondence with the FCC is not permissible.

c. Using Auxiliary stationery in any communication with the FCC is not authorized.

d. Requesting authorization from the FCC to operate on the government frequencies listed in 5-D-4 is not allowed.

5-I. TELECOMMUNICATIONS

1. The availability of personal computers, and their increasing use by Auxiliarists for Auxiliary related activities is a fact. Their use as a communications tool, using concepts such as "electronic mail", has the potential of providing a valuable adjunct to the Coast Guard Auxiliary communications system, especially as it relates to administrative communications.

2. The use of computers by the Coast Guard for SAR planning has proven successful. In light of the Auxiliary's growing responsibility in the field of SAR, the computer should likewise prove to be a valuable tool in the planning phase.

3. The application of computers in Auxiliary operations and communications is encouraged. In order to give such development direction at the national level, the operations department will act as a coordinator, with its communications division providing technical assistance.

CHAPTER 6 MISCELLANEOUS

A. AUGMENTATION

1. Background

In early 1973 the Coast Guard had been directed to close many low-activity SAR stations along the shores of the Great Lakes. At the beginning of that summer, in response to the request of affected communities and with support by the Congress, ten of those closed stations were reopened in a different operational status. Seven of them were operated by the Auxiliary and three by the Reserve. Each of the Auxiliary-operated stations was manned by the local Auxiliary division on a voluntary basis. This augmentation program was a success and since then it has been imitated in other areas of the country. The guidelines developed to implement and operate it are presented here.

2. Policy

a. U. S. Coast Guard personnel and facilities should be utilized if they are available in sufficient numbers to carry out assigned duties within a normal work week and they can be so tasked without diminishing the ability of the unit to cope with emergencies. Guidelines for using members of the Auxiliary to supplement Coast Guard manning levels are found in Chapter One of this manual.

b. The determination as to adequacy or availability of adequate numbers of Coast Guard or Reserve personnel is a command function of the responsible

6-A-2-b (cont'd) district commander. Utilization may include augmentation of Coast Guard boat and station crews, though Auxiliarists are never to assume boarding officer, coxswain or Officer-in-Charge positions aboard any Coast Guard small boats or units due to the potential for law enforcement responsibilities inherent in those positions. For this same reason, an Auxiliarist may not issue an Auxiliary courtesy marine examination decal while serving as an augmenting crew member, nor subsequently issue one as a result of such service.

c. Where Coast Guard personnel are not available in sufficient numbers to cover appropriate geographical areas, Auxiliarists may be authorized to utilize a decommissioned Coast Guard station as a base of operations. Such use shall be authorized in writing to a Coast Guard Auxiliary unit. It shall specify an expected operating and patrol schedule. Reimbursement for the actual necessary operating expenses of the Auxiliarists involved will be accomplished under the present guidelines provided in the Coast Guard Comptroller Manual. When a U. S. Coast Guard station is operated by Auxiliarists, a Notice to Mariners shall be published indicating the geographical area within which the Coast Guard Auxiliary is performing patrols for search and rescue, the radio frequencies guarded, and the

6-A-2-c (cont'd) dates and hours of the operation. Although operating from a Coast Guard station, the Auxiliarists so involved are not authorized to perform law enforcement or military functions.

3. Actions

a. The district commander shall ensure that:

(1) Manning of a decommissioned Coast Guard station is the subject of an appropriate operation order approved by Commandant (G-OSR).

(2) Auxiliarists are assigned only to non-military missions. No implied or actual law enforcement authority may be accorded members of the Auxiliary and, consequently, any augmentation of a unit's boats shall be limited to those boat crew activities which do not include boarding functions.

(3) Use of Auxiliarists to augment Coast Guard boat and station crews is accomplished on a voluntary basis, under written orders, and with the understanding that the Auxiliarists involved voluntarily subject themselves to the Coast Guard chain of command. All orders shall specify that the voluntary acceptance thereof is made with this understanding and, further, that failure to comply with Coast Guard command authority may result in the revocation of the orders.

(4) Coast Guard district staff officers, group commanders, and

6-A-3-(4) (cont'd) commanding officers are briefed on the capabilities of members of the Auxiliary so that opportunities for their use may be readily recognized.

(5) Adequate liaison to carry out this policy exists between the director and the Coast Guard district chief of the operations division, as well as with group commanders and commanding officers.

b. Group and unit commanders will ensure that:

(1) They are aware of the capabilities of the Auxiliary in their respective areas and that effective liaison exists between the group units and the local Auxiliary.

(2) A call-out list of qualified Auxiliarists has been established for all operational activities.

(3) Official orders are issued to the members of the Auxiliary for authorized activities subject to the availability of funds.

(4) Members of the Auxiliary are in the prescribed Auxiliary uniform when assisting the Coast Guard.

(5) Auxiliarists are advised that they shall not engage in any Coast Guard law enforcement activity.

c. The division captains and flotilla commanders will ensure that all those members who are interested and who are

6-A-3-c (cont'd) qualified are afforded the opportunity to volunteer for any authorized assignments.

B. AIDS TO NAVIGATION (AtoN)

1. Coast Guard Responsibility

a. The Coast Guard is responsible for establishing and maintaining aids to navigation. These aids are necessary for the safety of navigation, useful for commerce of a substantial and permanent character, and justified in terms of public benefit derived. No person or public body may establish an aid to navigation in the waters of the United States or waters above the continental shelf without Coast Guard authorization.

b. The Coast Guard has jurisdiction on the waters of the United States, the waters above the continental shelf, and the high seas, if the person, vessel, or public body is subject to the jurisdiction of the United States. Under term of agreements with individual states, the Coast Guard has designated certain waters as "State Waters for Private Aids to Navigation" and has delegated to the participating states the authority to administer an aids to navigation program on the internal waters of the states.

6-B-2. Reporting Discrepancies

a. Auxiliarists should always check the position, the condition, and the characteristics of navigational aids encountered during normal cruising, and promptly report any discrepancies noted to the nearest Coast Guard unit, via marine radiotelephone, land line or by written correspondence. The following information should be taken into consideration when reporting aids to navigation discrepancies:

(1) Lighted aids are equipped with daylight controls and are on only during periods of darkness. Aids should be reported extinguished only if observed at night unless the light list indicates that they are watching 24 hours a day. If an aid is behaving erratically or displaying improper characteristics it should be reported.

(2) All buoys have a scope of chain that allows some movement as the result of existing wind and current conditions. Auxiliarists should not report a buoy "off station" unless they are certain the discrepancy is a result of movement well in excess of that which can be accounted for by the scope of chain.

(3) The condition of an aid should not be reported if it is only in need of a minor paint touch up. The Coast Guard is interested in

6-B-2-a-(3) (cont'd) information about aids that have been damaged by weather or by a passing vessel. Aids that have major structural damage shall be reported.

b. Aids to navigation should be checked against light lists, radio aids to navigation, local notices to mariners and the largest scale chart of the area, latest edition with corrections. After the Coast Guard has been notified, a written report should be sent to NOAA-National Ocean Survey so that credits may be awarded. (See the current edition of the Auxiliary Aids to Navigation-Chart Updating Manual.)

3. Private Aids

Auxiliarists may be requested by interested parties to assist in projects for marking waterways used by boaters. Auxiliarists must refrain from active participation in aids to navigation projects while acting in their capacity as Auxiliarists. However, they may provide valuable service as liaison between interested groups and the Coast Guard. Requests for advice or assistance concerning aids to navigation should always be referred to the director.

C. DISASTER RELIEF

1. General

Present-day weather forecasting generally makes possible the early detection of hurricane, storm, or flood conditions. Rapid dissemination of this information to the public is passed via the press and

6-C-1 (cont'd) radio. Timely preparation for those natural disasters and the understanding of their characteristics can lessen damage and loss. Each flotilla is encouraged to evaluate its potential contribution in terms of its own locality and in consideration of the capabilities of its members and their facilities.

2. Auxiliary Assistance

a. Auxiliary units or individual members and facilities may be utilized to:

(1) warn personnel in waterfront and/or isolated areas;

(2) transport supplies, equipment, or personnel;

(3) evacuate personnel or property from stricken areas;

(4) coordinate boat traffic by dispersing and guiding to safe moorings;

(5) secure small craft and waterfront facilities; and

(6) conduct other tasks as may be required to expedite preparations for, or relief from, emergency conditions.

6-C-2-b. These activities may be conducted only after specific request from or approval by the Coast Guard. It is expected that disaster relief will be conducted in coordination with the Coast Guard, the civil defense or with state authorities.

3. Emergency Plans

Flotilla commanders are authorized and encouraged to conduct the following advance activities:

a. Establish liaison with local representatives of sheriff, police, fire department, American Red Cross, Coast Guard, commercial and sport fishermen groups, marine operators, etc.

b. Prepare a list of flotilla members and facilities, with crews assigned, which would be available for emergency work, and set up a call-out system to organize this group quickly.

c. Instruct all flotilla members in the characteristics and dangers of tropical disturbances and floods and in the effective action to be taken before, during, and after their occurrence, with particular reference to safeguarding both private and public property.

6-C-3-d. Notify the operator of the nearest Auxiliary radio facility whom to contact in the flotilla in order to pass or receive information, with at least two alternates, in the event the first cannot be reached.

e. Keep the division captain, director, or local Coast Guard command informed of the state of readiness of the flotilla members and facilities available for use.

4. Membership in Civil Defense

Members should be aware that Auxiliarists should not be considered available for enrollment in any local civil defense organizations. This is not intended to prohibit the use of Auxiliary members and their facilities for emergency civil defense purposes, but rather to avoid the inclusion of these forces in civil defense planning. In the event of an actual emergency, it is improbable that any of these facilities will be in excess of the primary needs of the Coast Guard.

CHAPTER 7 FLAGS

A. PURPOSE

1. General

a. Special flags are authorized for the use of Auxiliarists in Title 14, U.S.C., Chapter 25. The following is a partial excerpt:

> "The Secretary may prescribe one or more suitable distinguishing flags, pennants . . . to be displayed by the motorboats, yachts, aircraft, and radio stations owned by members of the Auxiliary . . ."

b. Individual flags are discussed and pictured in succeeding paragraphs. Technical details and specifications such as size, size ratios, color, numbers, etc., which are only of concern to manufacturers and contractors, are not discussed in this manual, but are available from the chief director's office. Interested members with a specific need for technical information may request it by letter, via their directors. Dimensions of flags used by Auxiliarists are given in the official Auxiliary National Store catalog.

c. All flags described in this chapter are stocked in the Auxiliary National Store and may be purchased from the member's district staff officer for material (DSO-MA).

7-A-2. The National Ensign

a. The national ensign should be flown at all times when underway. While there is no law against flying the flag at night, it is customary to fly it between sunrise and sunset. In the Coast Guard it is flown from 0800 to sunset.

b. The flag should never be displayed upside down, except as a signal of dire distress. It should be noted that this is not recognized as an international distress signal because numerous flags of other nations appear the same when flown upside down.

c. The accepted rule of thumb for the proper size of the flag for power boats is that the national ensign be a minumum of one inch on the fly for each foot of overall boat length.

d. All facilities shall fly the U. S. ensign whenever the Auxiliary ensign is flown.

3. Coast Guard Ensign

a. The Coast Guard ensign will be flown day and night while a facility is under orders with a Coast Guard officer or petty officer aboard except when the purpose for being aboard is a social event, personnel or logistics transportation, area familiarization and the like.

7-A-3-b. Only the national ensign and the Coast Guard ensign will be flown in the above situation. All other flags shall be taken down.

4. Union Jack

The union jack is a flag composed of white stars on the blue field of the national ensign. Its use aboard government vessels is quite restricted as it is only flown from commissioned vessels. When under orders, an Auxiliary facility becomes a government vessel; however, it is not a commissioned vessel of the Coast Guard. The union jack must not be displayed from an Auxiliary facility on an official or ordered operational activity. At other times, the union jack may be flown in accordance with standard yachting customs. The union jack is never displayed on vessels with only one mast. Vessels with two or more masts display it on Sundays and holidays, and then only at anchor, never while underway.

5. Auxiliary Ensign

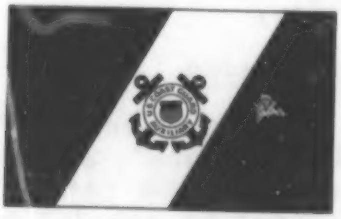
a. The Auxiliary ensign, also called the "Blue Ensign," is a modification of the flag which was established by the Secretary of the Treasury's "Order Prescribing Flags and Insignia for the United States Coast Guard Reserve" in 1939. Since that time, the Auxiliary ensign has become the distinguishing mark of the skilled boater and well-equipped boat.

b. The Auxiliary ensign may be flown only by members and only on an inspected facility that displays the

7-A-5-b (cont'd) current facility decal It may be flown day and night on such a facility.

c. The ensign should be flown from the main truck if the vessel is equipped with a mast. If there is no mast, the ensign should be flown from the bow staff. If a vessel is equipped with a bow and stern staff and a radio antenna, but has no mast, the ensign may be flown from the antenna at a point approximately two-thirds the height of the antenna. The Auxiliary ensign is never flown at the stern.

d. The field and emblem of the ensign are blue. The slash is white. For flying on a facility, the proper size is five-eighths of an inch on the fly for each foot of the overall length of the vessel.



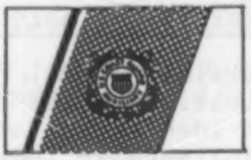
Auxiliary Ensign

7-A-6. AUXILIARY PATROL BOAT ENSIGN

a. The Auxiliary patrol boat ensign is a modification of the official Coast Guard identification insignia and is established to improve recognition of Auxiliary patrol boats when they are performing official Coast Guard operational activities. The Auxiliary patrol boat ensign is the distinguishing mark of an operational vessel facility, manned by qualified crew, operating in an official capacity within the cognizance of a Coast Guard order issuing authority. The Auxiliary patrol boat ensign may be flown only on inspected operational facilities that display the current operational facility decal and wreath. It must be flown day or night when the facility is officially utilized for operational activities. (See chart on pages 7-13 and 7-16.)

b. The patrol boat ensign shall be flown in the same manner prescribed for, and in place of, the Auxiliary (blue) ensign, when the facility is utilized for official operational activities under order of competent Coast Guard authority.

c. The field of the patrol boat ensign is white. An Auxiliary emblem is centered on a broad diagonal Coast Guard red stripe followed to the right or left by two narrow stripes, first a white stripe and then a Coast Guard blue stripe. The proper size is five-eighths of an inch on the fly for each foot of the overall length of the vessel or the closest available ensign size to that ratio. Specifications and reproduction information for the Auxiliary emblem used on the ensign, are contained in COMDTINST 16799 dated 19 July 1984.



Patrol Boat Ensign

7-A-7. Auxiliary Officers Flags

a. Officer pennants and past officers burgees may be flown only from inspected and approved vessel facilities. They may be flown day and night as long as the officer is aboard.

b. A vessel shall not display more than one officer's pennant or past officer's burgee. If an incumbent officer and a past officer are aboard a facility, the incumbent officer's pennant shall be flown rather than the past officer's burgee. However, if a senior officer is aboard as a visitor, it is a courteous practice to display the flag of the senior officer, whether it is a pennant or burgee. Past officers have the option of flying the burgee of the highest office held or the pennant of the present office.

c. The pennant or burgee should be flown from the starboard yardarm if the vessel is equipped with a mast. If the vessel does not have a mast, the pennant or burgee may be flown in lieu of the Auxiliary ensign from the bow staff.

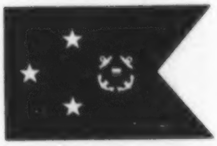
d. A vessel under official orders is permitted to fly an officer's pennant or burgee in addition to the national and patrol boat ensigns. All other flags - yacht ensigns, USPS ensigns, yacht club burgees, squadron pennants, and state flags, etc. - shall not be flown.

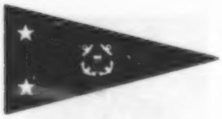
7-A-7 (cont'd)

CURRENT OFFICER **PAST OFFICER**

NATIONAL COMMODORE

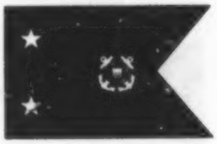
Emblem—White
Field—Blue
Stars—White

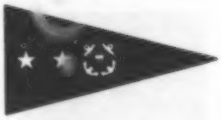




NATIONAL VICE COMMODORE

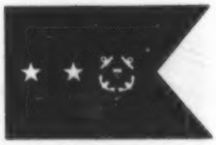
Emblem—White
Field—Blue
Stars—White

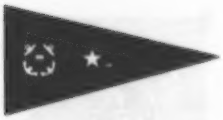




NATIONAL REAR COMMODORE(S)

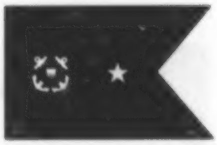
Emblem—White
Field—Blue
Stars—White

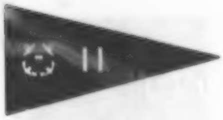




DISTRICT COMMODORE

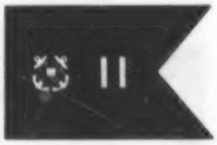
Emblem—White
Field—Blue
Star—White





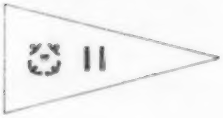
DISTRICT VICE COMMODORE

Emblem—White
Field—Red
Vertical Bars—White



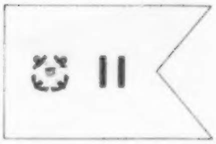
7-A-7 (cont'd)

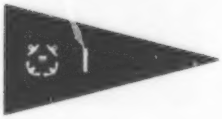
CURRENT OFFICER **PAST OFFICER**



DISTRICT REAR COMMODORE

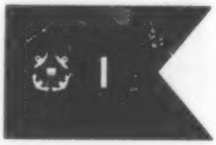
Emblem—Blue
Field—White
Vertical Bars—Blue

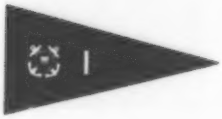




DIVISION CAPTAIN

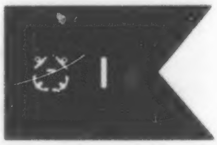
Emblem—White
Field—Blue
Vertical Bar—White

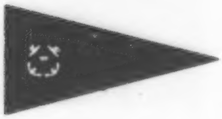




DIVISION VICE CAPTAIN

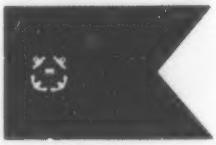
Emblem—White
Field—Red
Vertical Bar—White

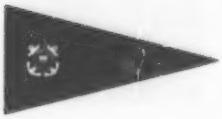




FLOTILLA COMMANDER

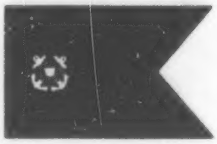
Emblem—White
Field—Blue





FLOTILLA VICE COMMANDER

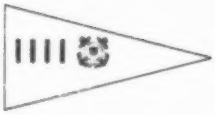
Emblem—White
Field—Red



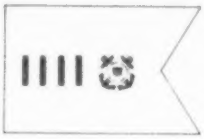
7-A-7 (cont'd)

CURRENT OFFICER **PAST OFFICER**

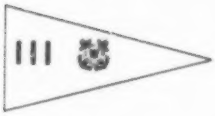
CHIEF OF THE DEPARTMENT



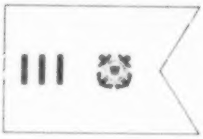
Emblem—Blue
Field—Yellow
Vertical Bars—Blue



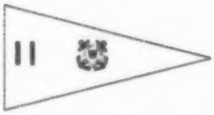
DIVISION CHIEF



Emblem—Blue
Field—Yellow
Vertical Bars—Blue



BRANCH CHIEF & AIDE TO THE NATIONAL COMMODORE



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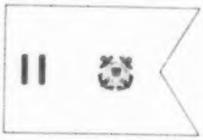
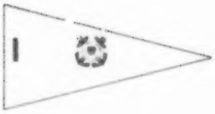
Field—Yellow
Vertical Bars—Blue



BRANCH ASSISTANT



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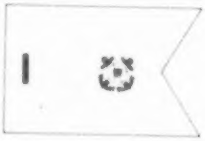
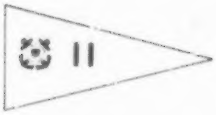


DISTRICT STAFF OFFICER



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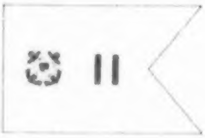
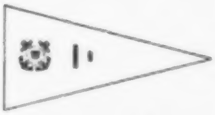


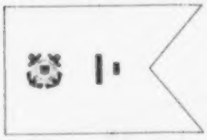
7-A-7 (cont'd)

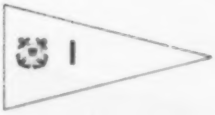
CURRENT OFFICER **PAST OFFICER**



ASSISTANT DISTRICT STAFF OFFICER

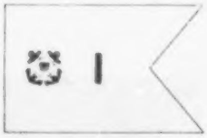
Emblem—Blue
Field—Yellow
Vertical Bar—Blue

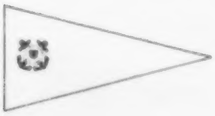




DIVISION STAFF OFFICER

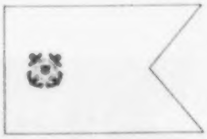
Emblem—Blue
Field—Yellow
Vertical Bar—Blue





AIDE TO THE DISTRICT COMMODORE & FLOTILLA STAFF OFFICERS

Emblem—Blue
Field—Yellow



7-B. COAST GUARD IDENTIFICATION INSIGNIA

The Coast Guard's popular and well-known visual identification "slash" (properly known as the "Coast Guard Identification Insignia,") is intended primarily for identification of Coast Guard vessels, aircraft, units and stations. It also appears frequently on semi-official and official publications, stationery, etc., and on such items as authorized jewelry. Non-Coast Guard use is prohibited without the prior authorization of the Commandant. In general, facilities of the Auxiliary will be engaged on Coast Guard business only intermittently, so display of any permanent markings similar to the Coast Guard identification insignia by Auxiliary facilities could be misleading to the public and, therefore, the markings are not authorized.

C. DISPLAY

The policy for the display of the flags on Auxiliary vessel facilities are shown in the illustrations, tables, and notes found on the following pages.

7-C (cont'd)

FLAG	Nat'l. Ensign	Coast Guard Ensign	Auxiliary Ensign	Auxiliary Officer Pennant or Burgee	Yacht Ensign	U.S.P.S. Ensign	U.S.P.S. Officer Flag	Yacht Club Pennant or Unit	Yacht Club Officer Flag	House Flag	Gag Flags Meals, Etc.
Facility Normal Cond. FLOWN CAT 1	Stern Staff or Gaff Note #1	NO	Truck Bow Staff Note #2 Note #14	Stbd Yard Bow Staff Note #3 Note #6	Note #4	Stbd Yard Only Note #5	Note #6	Bow Staff Note #10	Stbd Yard Note #6	NO Note #7	NO Note #8
Under Orders FLOWN CAT 2 & 3	Stern Staff or Gaff Note #1	NO	Truck Bow Staff Note #2 Note #14	Stbd Yard Bow Staff Note #3 Note #15	NO Note #15	NO Note #15	NO Note #15	NO Note #15	NO Note #15	NO Note #7	NO Note #8
Under Orders USCG Officer Aboard FLOWN CAT 2 & 3	Stern Staff or Gaff Note #1	Truck Note #16	NO Note #16	NO Note #16	NO Note #16	NO Note #16	NO Note #16	NO Note #16	NO Note #16	NO Note #7	NO Note #8
Hours FLOWN	0800 To Sunset Note #18	Day and Night Under Orders Note #13	Day and Night Note #9	Officer Aboard Day and Night	0800 To Sunset Note #4	0800 To Sunset Note #5	Day and Night Note #6	0800 To Sunset Note #11	Day and Night Note #12	Note #7	NO

7-C (cont'd)

POWER VESSELS - CHART NOTES

NOTE #1—The National Ensign shall be flown from the stern staff on a power boat except when the vessel is equipped with a gaff, in which case, the Ensign is flown from the stern staff at anchor, and the gaff when underway.

NOTE #2—Auxiliary Ensign—(a) Shall be flown from the main truck when the vessel is equipped with a mast (s).

(b) Without a mast from the Bow Staff. See Configuration (A).

NOTE #3—Auxiliary Officer—Pennant or Burgee shall be flown from the starboard yardarm when the vessel is equipped with a signal mast. (See Configuration (D)). If the vessel has no mast, it may be flown in lieu of the Auxiliary Ensign from the Bow Staff. (See Configuration (A)).

NOTE #4—The Yacht Ensign—(a) Authorized by law to be flown from yachts Documented by the **U.S. Coast Guard.** However, the flying of this flag on a Documented Yacht is not mandatory.

(b) A Documented Yacht operating under official orders, becomes a Government vessel, and Government vessels may not fly the "Yacht Ensign."

(c) All Facilities not Documented shall fly the U.S. Ensign, whenever the "Auxiliary Ensign" is flown.

NOTE #5—USPS Ensign—This is the only "service" organization recognized by this Code. The USPS Ensign may be flown only from the starboard yardarm of a signal mast, never from the stern staff or gaff. On Facilities flying the "Auxiliary Ensign," this position of honor is reserved for the "National Ensign."

NOTE #6—Officer Flags—Auxiliary, USPS, Yacht or Boat Club, either pennants or burgees, are flown from the starboard yardarm, except as noted in #3, Configuration (A). Only one of these Flags may be flown at a time.

NOTE #7—House Flag—The Owner's private signal known as a "House Flag" is correctly flown at the truck between morning and evening colors; therefore, it cannot be flown at the same time as the Auxiliary Ensign.

NOTE #8—Gag Flags—Because of the quasi-official status of an Auxiliary Facility, cocktail flags, ball and chain, or other humorous flags **shall not** be flown when the "Auxiliary Ensign" is flown. Other flags, such as Crew's Pennant, Owner's Meal Flag, Guest Flag, Absent Flag, also **shall not** be flown with the Auxiliary Ensign.

NOTE #9—The Auxiliary Ensign—may be flown day and night on currently inspected facilities displaying decal.

NOTE #10—The Yacht Club Pennant—can be flown from the Bow Staff. See Configuration (B), (C), (D), or (E), except on orders.

NOTE #11—The Yacht Club Pennant, Flotilla, or Division—shall be flown from 0800 to sunset.

NOTE #12—Yacht Club Officer Flags—shall be displayed day and night.

NOTE #13—The Coast Guard Ensign shall be flown "day and night" while the Facility is Under Orders with a Coast Guard Officer aboard.

NOTE #14—No Signal Mast—When a boat is equipped with a Bow and Stern Staff, and does not have a signal mast, but has a radio antenna, see Configuration (B), the Auxiliary Ensign may be properly displayed by substituting the antenna for a signal mast. The height of the uppermost portion of the hoist of the Auxiliary Ensign should be affixed at a point approximately 2/3 the height of the antenna. **No additional** antennas or outriggers may be utilized.

NOTE #15—A Facility under Official Orders—CAT 2&3 shall be permitted to fly the Auxiliary Officer's Pennant or Burgee, in addition to the U.S. and Auxiliary Ensigns. All other Flags—Yacht Ensign, USPS Ensign, Yacht Club Pennants, Officer Flags, Flotilla, Division, etc., **shall not** be flown.

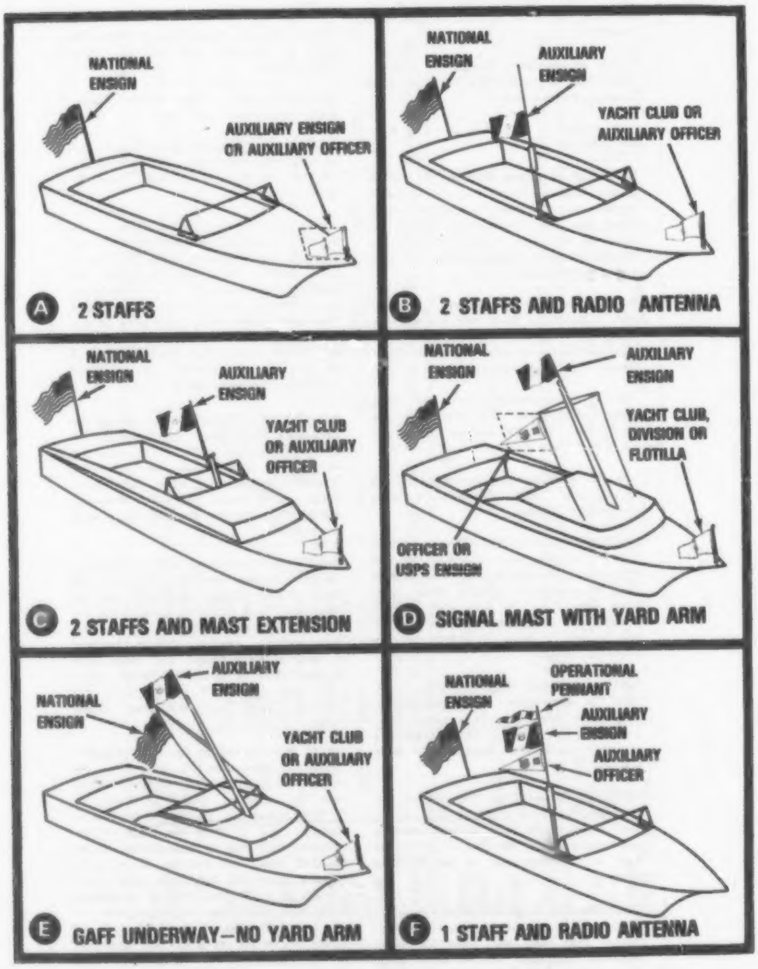
NOTE #16—Coast Guard Officer Aboard—Facilities "Under Orders" CAT 2&3—the Coast Guard Ensign substitutes for the Auxiliary Ensign, all other flags except the "National Ensign" shall be taken down. This includes Auxiliary Officer Pennants or Burgees, Yacht Ensign, Unit Flags, USPS Ensign, Yacht or Boat Club Flags, etc.—only two flags shall be permitted—the National Ensign and the Coast Guard Ensign.

NOTE #17—Operation Facility Pennant—Auxiliary Operation Facilities may fly the Operational Facility pennant whenever the Auxiliary Ensign is flown. It is flown above the Auxiliary Ensign at a distance equal to twice the width of the pennant. This may be accomplished by an extended bow staff securing to a radio antenna above the Ensign, or flying above the Ensign at the mast truck in accordance with the Flag Code configurations

The size of the pennant to be flown will be the numerical size equivalent to the Auxiliary Ensign being flown, i.e., size 3 pennant with a size 3 Ensign.

NOTE #18—The National Ensign shall be flown night and day while the facility is under orders.

7-C (cont'd)


NATIONAL ENSIGN
AUXILIARY ENSIGN OR AUXILIARY OFFICER
NATIONAL ENSIGN
AUXILIARY ENSIGN
YACHT CLUB OR AUXILIARY OFFICER
NATIONAL ENSIGN
AUXILIARY ENSIGN
YACHT CLUB OR AUXILIARY OFFICER
NATIONAL ENSIGN
AUXILIARY ENSIGN
YACHT CLUB, DIVISION OR FLOTILLA
OFFICER OR USPS ENSIGN
AUXILIARY ENSIGN
NATIONAL ENSIGN
YACHT CLUB OR AUXILIARY OFFICER
NATIONAL ENSIGN
OPERATIONAL PENNANT
AUXILIARY ENSIGN
AUXILIARY OFFICER

Ⓐ 2 STAFFS

Ⓑ 2 STAFFS AND RADIO ANTENNA

Ⓒ 2 STAFFS AND MAST EXTENSION

Ⓓ SIGNAL MAST WITH YARD ARM

Ⓔ GAFF UNDERWAY—NO YARD ARM

Ⓕ 1 STAFF AND RADIO ANTENNA

7-C (cont'd)

FLAG	National Ensign	Coast Guard Ensign	Auxiliary Ensign	Auxiliary Officer Pennant or Burgee	Yacht Ensign	USPS Ensign	USPS Officer Flag	Yacht Club Burgee or Unit	Yacht Club Officer Flag, House Flag	Gag and Other Flags	Wind Vane or Pennant
Facility Normal Condition FLOWN CATEGORY #1	Stern Staff or Aftermost Leech Note #1	NO	Main or Forward Masthead — Starboard Spreader or Shroud Note #7	Main or Aft Masthead Note #6 Note #7	Note #9	Star-board Spreader or Shroud Note #10	Aft Masthead Note #11 Note #7	Main or Forward Masthead Note #12	Aft Masthead Note #13 Note #7	NO Note #15	Aft Masthead Note #16
Under Orders FLOWN CATEGORY #2 or #3	Stern Staff or Aftermost Leech Note #1	NO	Main or Forward Masthead — Starboard Spreader or Shroud Note #7	Main or Aft Masthead Note #6 Note #8	NO Note #8	NO Note #8	NO Note #8	NO Note #8	NO Note #8	NO Note #15	NO Note #16
Under Orders-USCG Officer/PO Aboard FLOWN CATEGORY #2 or #3	Stern Staff or Aftermost Leech Note #1	Main or Forward Mast-head Note #2	NO Note #2	NO Note #2	NO Note #2	NO Note #2	NO Note #2	NO Note #2	NO Note #2	NO Note #15	NO Note #16
Hours FLOWN	0800 Sunset Note #18	Day and Night Under Orders Note #3	Day and Night Note #5 Note #17	Officer Aboard: Day and Night	0800 to Sunset	0800 to Sunset	Day and Night	0800 to Sunset	Day and Night — 0800 to Sunset Note #14		Day and Night

Sail Vessels

7-C (cont'd)

SAIL VESSELS - CHART NOTES

NOTE #1—The National Ensign shall be flown from the stern staff of a sail facility underway or at anchor. Under sail **only**, the National Ensign may optionally be flown from the peak of the aftermost sail on a gaff-rigged vessel or from a point approximately 2/3 up the leech of the aftermost sail on a Marconi-rigged boat. (See Configuration B.)

NOTE #2—Coast Guard Officer Aboard facilities under orders (Category two or three): the Coast Guard Ensign replaces the Auxiliary Ensign. All other **flags** except the National Ensign shall be taken down. This includes Auxiliary Officer Pennants or Burgees, Yacht Ensign, unit flags, USPS Ensign, yacht or boat club flags. Only two flags shall be permitted: the National Ensign and the Coast Guard Ensign.

NOTE #3—The Coast Guard Ensign shall be flown 24 hours a day while the facility is under orders with a Coast Guard officer aboard.

NOTE #4—Auxiliary Ensign shall be flown under all categories of orders (if a Coast Guard officer is not aboard) as follows:

(a) At mainmast head of catboat, cutter, sloop, ketch, or yawl; foremast head of a schooner: OR

(b) At the principal starboard spreader, or **shroud** when Auxiliary officer or yacht club flag is at masthead or shroud. (See Configurations A and E1.)

NOTE #5—The Auxiliary Ensign may be flown day and night on currently inspected facilities displaying decal.

NOTE #6—Auxiliary Officer pennant or burgee may be flown under all categories of orders (if a Coast Guard officer is not aboard) as follows:

(a) At masthead of boat without spreader halyard, in lieu of Auxiliary Ensign. (See Configuration A.)

(b) At masthead of single-masted facility when Auxiliary Ensign is at starboard spreader or **shroud**. (See Configuration C1.)

(c) At aftermost masthead of multi-masted vessel, when Auxiliary Ensign is carried at foremost masthead. (See Configuration E2.)

(d) On port spreader or shroud or on starboard spreader or shroud under Auxiliary Ensign when electronic equipment at masthead. (See Configurations D1 and D2.)

NOTE #7—Only one Auxiliary, USPS, or yacht club officer's flag may be flown at a time.

NOTE #8—A Facility under Official Orders (Category Two or Three) shall be permitted to fly the Auxiliary Officer's Pennant or Burgee, in addition to the National and Auxiliary Ensigns. All other flags—Yacht Ensign, USPS Ensign, yacht club flags, unit flags, etc.—shall not be flown.

NOTE #9—The Yacht Ensign is authorized by law to be flown by yachts documented by the Coast Guard. However, the flying of this flag on a documented yacht instead of the National Ensign is **not mandatory**. A documented yacht operating under official orders becomes a federal government vessel, and government vessels **may not fly the Yacht Ensign.** When the Auxiliary Ensign is flown, all nondocumented facilities shall fly the National Ensign.

NOTE #10—USPS Ensign is the only "service organization" ensign recognized by this code. The USPS Ensign is flown only from the principal starboard spreader or **shroud** on a facility flying the Auxiliary Ensign. The place of honor—stern staff, aft peak, or leech—is reserved for the National Ensign.

NOTE #11—USPS Officer flag is flown from aftermost masthead of a multi-masted vessel only when USPS Ensign is at principal starboard spreader.

NOTE #12—Yacht Club Burgee (or USPS Squadron Pennant) is flown under Category 1 as follows, when Auxiliary Ensign is carried at principal starboard spreader or **shroud:**

a. At masthead of single-masted boat. (See Configuration C1.)

b. At foremost masthead of a multi-masted boat. (See Configuration E1.)

NOTE #13—Yacht Club Officer's Flag (or owner's house flag) is flown under Category 1 on aftermost mast of a multi-masted boat **only** when yacht club burgee is flown at forward masthead.

NOTE #14—Yacht Club Officer's Flag is displayed day and night; owner's house flag is normally displayed from 0800 to sunset.

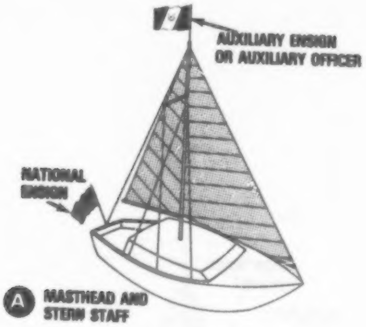
NOTE #15—Gag and other flags—such as meal pennants, owner absent, or guest flags—are not flown when the Auxiliary Ensign is hoisted because of the quasi-official status of a Coast Guard Auxiliary facility. Obviously, such flags cannot be flown under Category Two or Three.

NOTE #16—Wind vane or pennant of a design which will not be mistaken for another flag or pennant may be flown from the aftermost masthead of a multi-masted vessel when no other flag is hoisted at that position. Under Category Two or Three, only a mechanical wind direction vane may be carried.

NOTE #17—The Operational Facility Pennant is considered as ancillary to the **Auxiliary Ensign,** and is flown at the same location as the Auxiliary Ensign.

NOTE #18—The National Ensign shall be flown night and day while the facility is under orders.

7-C (cont'd)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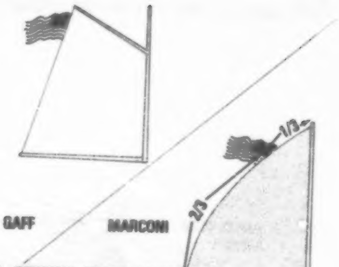
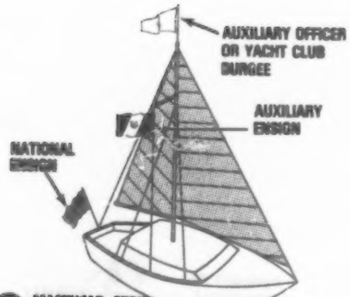
OR AUXILIARY OFFICER
NATIONAL
ENSIGN

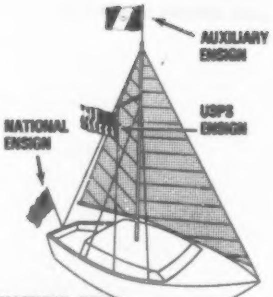
A MASTHEAD AND STERN STAFF


GAFF
MARCONI
1/3
2/3

B OPTIONAL ENSIGN HOISTS UNDER SAIL ONLY

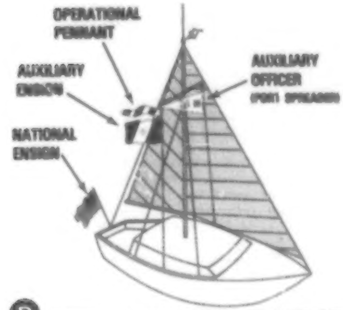

AUXILIARY OFFICER
OR YACHT CLUB
DURGEE
AUXILIARY
ENSIGN
NATIONAL
ENSIGN

C MASTHEAD, STB'D 1 SPREADER AND STERN STAFF

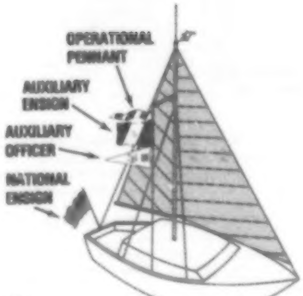

AUXILIARY
ENSIGN
USPS
ENSIGN
NATIONAL
ENSIGN

C MASTHEAD, STB'D 2 SPREADER AND STERN STAFF

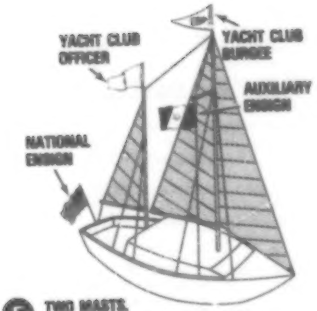
7-C (cont'd)


OPERATIONAL PENNANT
AUXILIARY ENSIGN
AUXILIARY OFFICER (PORT SPREADER)
NATIONAL ENSIGN

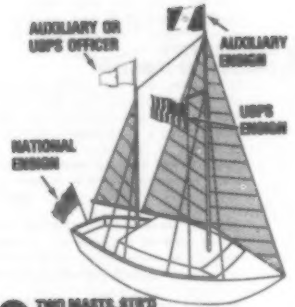
Ⓓ1 ELECTRONIC GEAR ON MAST 1ST ALTERNATE


OPERATIONAL PENNANT
AUXILIARY ENSIGN
AUXILIARY OFFICER
NATIONAL ENSIGN

Ⓓ2 ELECTRONIC GEAR ON MAST 2ND ALTERNATE


YACHT CLUB OFFICER
YACHT CLUB BURGEE
AUXILIARY ENSIGN
NATIONAL ENSIGN

Ⓔ1 TWO MASTS, STB'D SPREADER & STERN STAFF


AUXILIARY OR USPS OFFICER
AUXILIARY ENSIGN
USPS ENSIGN
NATIONAL ENSIGN

Ⓔ2 TWO MASTS, STB'D SPREADER & STERN STAFF

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